

Weimar Paraprofessional Job Description

Job Description: Assist teacher in preparation and management of classroom activities and administrative requirements. Work under supervision of certified teacher.

This position involves working with secondary students (grades 5 and up) in the classroom doing activities and instruction designed by the classroom teacher. This may include activities such as guiding students through classroom assignments, providing reading assistance, note-taking assistance, assisting in the learning lab with students coming in for help from various classes, redirection of behavior and supervision during transition activities between classes. The position may require lunchroom duty during student lunch and duties before and after school.

This job will require strict adherence to laws involving confidentiality of student information. The day will begin at 7:30AM and end at 4:00PM. This job description is subject to change in order to meet the needs of our students and the district throughout the school year.

The position will begin as soon as possible. Fingerprinting and background check is required.

Qualifications:

Education/Certification: High school diploma or GED

Valid Texas educational aide certificate

NCLB Criteria (2 years of study at an institution of higher education; an Associate Degree or higher; or can pass a formal academic paraprofessional assessment)

Special Knowledge/Skills:

Ability to work well with children

Ability to communicate effectively with others

Experience:

Some experience working with children is preferred