



Paraeducator

SPECIAL EDUCATION MISSION STATEMENT

As a department, we are committed to reversing the trend of isolation and segregation of students with disabilities by ensuring all students have access to high quality instruction responsive to their needs and delivered by effective and culturally responsive educators within the Least Restrictive Environment. Our primary focus is to build capacity and to support staff members district wide to ensure effective instruction is the predictor of student outcomes.

BASIC FUNCTION

Paraeducator support the instructional program developed and directed by Special Education teacher(s) and/or specialist(s) for students with developmental & educational disabilities from K-12 through age 21. Services may include specially designed instruction and related services, behavioral guidance and/or management, and/or physical management of students. Services are provided, using independent judgment, as assigned, qualified, and appropriate to the Paraeducator role. [View a video](#) on the role of a special education Paraeducator.

REPRESENTATIVE DUTIES

The classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks performed in this classification.

- Participates as an effective team member in a manner that promotes collaboration for student success.
- Collects and reports relevant performance & behavioral data of individual learners that supports the planning process.
- Implements complex instructional strategies in the classroom, on-campus learning environments, homes, work sites, & other community-based settings.
- As applicable, assists with modification, development and/or preparation of learning strategies, materials & activities to accommodate different learning styles, ability levels, and other learning needs of students.
- Implements & modifies behavioral strategies with students that are consistent with classroom & building behavioral goals.
- As applicable, performs tasks assigned by occupational & physical therapists, speech language pathologists, & other providers in the delivery of related services.

- Carries out functional (informal) assessment activities to document information about learner strengths and needs.
- Complies with all applicable district, state & federal policies, procedures & regulations.
- Performs support tasks to enhance effectiveness of the learning environment.
- Maintains & improves professional skills in order to contribute to the learning of all students.
- Performs medical protocols as delegated by registered nurses.
- Provides physical assistance to students with disabilities which may include toileting, changing, feeding, lifting and supervising a variety of student activities including playground, cafeteria and bus loading/riding.

KNOWLEDGE AND ABILITIES

- Ability to communicate effectively
- Ability to work as a team member.
- Ability to gather and report relevant data.
- Ability to obtain First Aid and CPR certification.

EDUCATION AND EXPERIENCE

- Two (2) years, full time, college coursework to meet the ESEA requirements.
- Two (2) years successful related experience or training preferred.

Special Requirements:

Some positions in this classification may require the use of a personal automobile and possession of a valid Class C Oregon driver's license.

WORKING CONDITIONS

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Persons with certain disabilities may be capable of performing the essential duties of this class with or without reasonable accommodation, depending on the nature of the disability.

Work Environment: Work is performed primarily in an elementary, middle, K-8, Alternative and/or High School campus environment with extensive student, parent and public contact and frequent interruptions.

Hazards: Potential conflict and physically confrontational situations. Employees may be subject to exposure to bodily fluids and blood.

Physical Demands: Requires the ability to lift, carry, push and pull up to 50lbs. May also require the ability to restrain 50 to 100lbs. and requires continuous reaching, bending, crouching, twisting, kneeling and the repetitive use of arms, hands, wrists and legs.

WORK YEAR: 192 days

FTE: 0.9375 (37.5 hours/week)

FLSA: Non-Exempt

Bargaining Unit: PFSP

Salary Grade: Appendix C (Paraeducator)

Revised Date: August 2022