



Oroville School District

816 Juniper Street Oroville, WA 98844
509.476.2281 www.oroille.wednet.edu

Life Skills Paraprofessional

Reports To: Building Principal

Salary Schedule: \$16.37

Certification: High School Diploma (or equivalent) & 72 College Credits/AA Degree

Union Position: Yes

Hours/Days: 4.5-6.5/180+ days

DESCRIPTION:

Oroville School District is seeking a paraprofessional to work in Life Skills classroom(s), and or mainstream settings to support the District's push-in tiered model.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Ability to assist the teacher in facilitating the personal, social, and intellectual development of students with moderate to severe disabilities while working with them individually, or in small groups, to meet their learning needs.
- Ability to administer progress monitoring assessments for the purpose of assessing and monitoring progress towards IEP goals.
- Performs other duties as assigned that support instructional programs (i.e. copying materials for instruction, lunch duty, etc.).
- Ability to track and record student data in relation to academic, social/emotional, and behavior goals.
- Ability to effectively present information in one-to-one and small group situations to students, staff, and parents (as directed by a supervisor).
- Provide encouragement and positive reinforcement when students are working towards or have met their individual academic, social/emotional and/or behavior goals.
- Ability to maintain composure and work with students who are experiencing academic, social/emotional, and/or behavior issues.
- Ability to provide support to classroom teachers and/or staff working with a child having academic, social/emotional, and/or behavior issues.
- Communicates with certificated staff concerning individual student progress; monitors and adjusts instruction based on student need.
- Ability to use and maintain adaptive equipment (i.e. iPads, specialized devices, etc.) to communicate with students.
- Attends to the personal hygiene needs of students, which may include assisting students with toileting, which may include diapering.
- Corrects behaviors, and maintains discipline according to established policies and procedures.
- Monitors student(s) while in the classroom, library, gym, lunchroom, and outside for the purpose of providing a safe and positive learning environment.
- Collaborates with supervisor and other school professionals, to aid in the design and implementation of multi-tiered systems of support.
- Must be able to meet and interact with teachers, staff, and parents/guardians with tact, discretion and courtesy and demonstrate ethical behavior and maintain confidentiality of information about student(s) in school environments and the community.
- Attend training and meetings as required.

OTHER IMPORTANT SKILLS AND ABILITIES

- Energetic and positive approach toward working with children
- Demonstrates effectiveness in working with students and families from diverse racial, cultural, and economic backgrounds
- Participates or leads development of positive behavior support systems (PBIS), Multi-Tiered Systems of Support (MTSS) and intervention strategies
- Has a positive attitude and demonstrates compassion
- Strong communication and organizational skills
- Self-motivated
- Keeps calm and clear-headed under pressure
- Understands emotional needs and limits of self and at-risk youth
- Possesses a sense of humor and is positive with students, parents, and staff

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Right Response certified

MANDATORY CONDITIONS OF EMPLOYMENT

- Successful clearance of the FBI and Washington State Patrol fingerprint background check.
- Successful Washington State Sexual Misconduct clearance.
- Completion of Federal I-9, Employment Verification

ACKNOWLEDGEMENT

I have read and understand this Job Description and I am physically able or with reasonable accommodation, will perform these duties to the best of my knowledge and ability.

Reasonable Accommodations Needed:

EMPLOYEE SIGNATURE _____ **DATE** _____

EMPLOYEE'S PRINTED NAME _____