

## **Job Description**

**Title:**            **Alternate Curriculum Program Special Educational Paraprofessional**

**Reports to:** Building Principal and/or Principal's designee

**General Summary:** Assists the certified teacher and provides instructional support to students with disabilities.

### **Essential Functions:**

1. Supports certified personnel by assisting with the academic instruction of individual or small groups of students to reinforce and follow-up learning; including accompanying students to general education classes, lunch and other supervision. (45%)
2. Assists with implementing individual and classroom behavior management plans which may include, reinforcing social skills, documenting behavior, and maintaining on-task appropriate behavior. (10%)
3. Supervises the student in non-classroom activities, such as recess, lunch, bus boarding, and restroom breaks. (20%)
4. Assists with other classroom responsibilities: setting up learning stations, organizing and distributing materials, lunch count, attendance, etc. (10%)

| <b>Special Requirements:</b> |   |                |                 |              |
|------------------------------|---|----------------|-----------------|--------------|
|                              |   | Occasional     | Frequent        | Constant     |
|                              |   | <u>0 - 32%</u> | <u>33 - 66%</u> | <u>67% +</u> |
| 1.                           | Standing                                    |                | x               |              |
| 2.                           | Walking                                     |                | x               |              |
| 3.                           | Sitting                                     | x              |                 |              |
| 4.                           | Lifting<br>20-50 lbs. max.                  |                | x               |              |
| 5.                           | Carrying                                    |                | x               |              |
| 6.                           | Pushing / Pulling                           |                | x               |              |
| 7.                           | Climbing / Balancing                        | x              |                 |              |
| 8.                           | Stooping / Kneeling / Crouching<br>Crawling |                | x               |              |
| 9.                           | Reaching / Handling                         |                | x               |              |
| 10.                          | Speaking / Hearing                          |                |                 | x            |
| 11.                          | Seeing / depth perception / color           |                |                 | x            |

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Responsibilities and duties assigned are at the discretion of the supervi -2o(r)-4( )11(a)-2(ndbuk)11(i)-5(1)6 di