



Steve Sallee
Superintendent

SOUTHLAND SCHOOL DISTRICT #500

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TITLE: Special Education Paraprofessional

CLASSIFICATION: Support Staff-Non-Certified

QUALIFICATIONS:

1. High school diploma
2. Experience and/or job experience using computer and technology skills.
3. Meets Minnesota minimum educational requirements or alternative PraPro minimum requirements.

REPORTS TO: Building Principal

JOB GOAL: Assists the special education teacher in implementing a well-organized, individualized special education program for students.

PERFORMANCE RESPONSIBILITIES:

1. Provide support for students in general education classrooms (e.g. clarify directions, model, redirect attention, modify and adapt assignments per teacher direction).
2. Supplement instructional activities under the direction of a special education teacher or related services provider. Work with individual students or small groups.
3. Reinforce drill and review previously taught skills and monitor independent work completion.
4. Maintain a high degree of confidentiality.
5. Provide supervision to ensure safety for special education students during instructional periods, community activities, before school and at dismissal.
6. Assist students with and encourage independence in self help skills related to dressing, feeding, hygiene and toileting.

7. Assist the student to develop independence in problem solving, making choices and task completion by allowing the child to function with as little intervention as possible.
8. Observe, record and chart information about student performance, behaviors and learning styles.
9. Assist with and/or implement behavioral management and intervention plans under the direction of the special education teacher.
10. Assist teacher to safely lift and transfer students.
11. Follow teacher instructions regarding the use of walkers, wheelchairs, standers, assistive technology equipment and safety restraints during seating.
12. Employee is responsible to be knowledgeable about all district policy.
13. This job description is not intended to be all-inclusive, and employee will also perform other reasonable related business duties as assigned by immediate supervisor and other management.

Employee Acknowledgment

Date

This organization reserves the right to revise or change job duties and responsibilities as the need arises. This job description does not constitute a written or implied contract of employment.