



Garden Valley School District

1053 Banks Lowman Road, PO Box 710, Garden Valley, ID
83622

Ph: (208) 462-3756 / Fax: (208) 462-3570 / www.gvzd.net
Superintendent/Principal: Mr. Greg Alexander



Paraprofessional Special Education / Title I – Job Description

JOB SUMMARY:

Special Education Paraprofessionals assist students with special needs under the direction of the Special Services Director. Paraprofessionals generally work in an inclusionary setting (i.e. least restrictive environment). The Special Education Paraprofessional helps special needs students, and cares for their physical, emotional health and safety, affirming their abilities, and striving to promote dignity in all relationships.

JOB FUNCTIONS AND RESPONSIBILITIES:

1. Assist individual students in performing activities initiated by the teachers.
2. Assist in monitoring supplementary work and independent study.
3. Assist in the effort to successfully maintain students with special needs in an integrated setting, as determined by the IEP / Title I.
4. Work with individual students or small groups of students to reinforce learning of materials or skills initially introduced and outlined by certified staff.
5. Assist the certified staff and Special Services Director in devising special strategies for reinforcing learning materials and skills based on a sympathetic understanding of individual students, their needs, interests, and abilities.
6. Ability to maintain data.
7. Competent in basic computer skills.
8. Perform assigned supervision of individual students during lunch periods, play periods, and on field trips.
9. Supervision of all students during recess and lunch.
10. Demonstrate ethical behavior and confidentiality of information about students in school environment and community.
11. Perform other duties / assignments as directed by the Special Services Director.

QUALIFICATIONS:

- High school diploma (or GED) AND
 - 1) Two years of college (32 credit hours) OR
 - 2) Associate's degree OR
 - 3) Rigorous standard of quality on formal state or local assessment.
- Complete a criminal history background check with clearance given by the Department of Education.
- Aptitude for the work to be performed.
- Interest in children and education.
- Desire to assist students with special needs in a learning environment.
- Emotional maturity and stability necessary for the specialized work involved.

EVALUATION:

- Job performance will be evaluated annually by the Special Services Director.



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EMPLOYER/EMPLOYEE INFORMATION:

- Approximately nine month working period
- Paid monthly on or before the 15th
- Wage determined upon experience starting at \$10.25 per hour.
- Employee will be paid hourly rate, on a 12 month salary.
- Employees are eligible for PERSI and additional benefits.
- 60-day probation
- Position constitutes an employee at will of the Board, with salary to be established annually.

Employee Signature

Date

Special Services Director Signature

Date

Superintendent/Principal

Date