

Genesee Jt. School District No. 282
P.O. Box 98, Genesee, ID 83832
Phone: 208-285-1161, Fax: 208-285-1495
<http://www.sd282.org>

Position Vacancy

TITLE: Regular Para-Educator

SUMMARY: To assist the classroom teacher in creating a flexible program and a class environment favorable to learning and personal growth; to establish effective rapport with pupils; to help motivate pupils to develop skills, attitudes and knowledge needed to provide a good foundation in accordance with each pupil's ability, including students with diverse learning, behavioral, and health needs, and to contribute positively to the overall school culture through professional conduct, collaborative teamwork, and supportive interactions with all members of the school community.

QUALIFICATIONS: High School Diploma or General Equivalency Diploma (GED) AND completion of at least (2) two years of study at an accredited post-secondary educational institution OR have successfully passed or be willing to pass a State approved academic knowledge assessment such as the Paraprofessional Testing Alternative (IPTA) or Praxis demonstrating knowledge or reading, writing and math.

MAJOR DUTIES AND RESPONSIBILITIES:

A. Provide Instructional Support

- Assist the teacher in utilizing the course of study adopted by the Board of Trustees, and other appropriate learning activities
- Assist the teacher in instruction of citizenship and basic subject matter specified in state law and administrative regulations and procedures of the District
- Carry out and implement lesson plans developed by the teacher including using instructional materials and providing individualized small group instruction
- Provide specialized support for students with diverse learning needs, including modifications and accommodations as directed

B. Student Behavior and Safety Management

- Help maintain standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom and safe and wholesome conditions on the playground
- Implement behavior intervention strategies for students with special behavioral needs as outlined in individual behavior plans
- Monitor and support students with health-related needs, including following individual health plans and emergency procedures.
- Help supervise pupils in out-of-classroom activities during the assigned working day

C. Collaboration and Communication

- Cooperate with professional staff members by helping pupils solve health, attitude and learning problems
- Collaborate regularly with classroom teachers to support instructional goals and student progress
- Work collaboratively with special education staff to implement IEP goals and accommodations
- Communicate effectively with teachers regarding student progress, concerns, and observations
- Monitor progress and collect data for individual and groups of students under the direction of the teacher
- Participate in team meetings, IEP meetings, and other collaborative planning sessions as requested

D. Professional Development and Training

- Attend staff meetings, professional development sessions, and training programs
- Participate in training related to working with students with diverse needs, including special education, behavioral interventions, and health-related support
- Complete mandatory training on safety procedures, emergency protocols, and student confidentiality

E. Learning Environment and Documentation

- Document student progress and behavior as directed by supervising teachers
- Maintain confidential records and reports related to student services
- Complete required incident reports and documentation per district procedures

F. Policy Compliance and Professional Conduct

- Read and conform to Board policy for the District relating to teachers and students
- Read and conform conduct with Idaho Code of Ethics of the Teaching Profession
- Follow all district policies including confidentiality, safety, emergency procedures, and professional conduct standards
- Comply with technology use policies and social media guidelines
- Perform other duties as directed by Principal

TOOLS/EQUIPMENT USED ON THE JOB: Current office technologies including computers, printers, etc.; Audio-visual equipment, instructional materials, and other equipment common to the field to which the position is assigned.

PHYSICAL DEMANDS: Standing, walking, sitting, frequently lifting 10-15 lbs. and sometimes 25 lbs., occasionally pushing or pulling 50 lbs., stooping, kneeling, crouching, twisting, and bending, frequent reaching, occasional driving. Environmental conditions working inside as well as outside recess duty.

TERMS OF EMPLOYMENT: This position shall be considered in all respects "employment at will" and the employee is subject to discharge by the District at any time. The "employment period" and other descriptions and terms set forth in this job description shall not create a property right in the employee and such are set forth only to advise the employee of when and what type of services will be required by the District so long as employment continues.

EVALUATION: Performance of this position will be evaluated periodically by the Principal or a Designee in conformance with District policy relating to evaluations of classified employees.

APPLICATION DEADLINE: Open until filled

TERMS OF EMPLOYMENT:

To begin as soon as possible

Work Hours 7:40 a.m. to 3:25 p.m. days that school is in session for students

Comprehensive benefit package available.

Application Process:

Interested applicants should submit the following:

- District-certified or classified application (<https://www.sd282.org/employment>)
- Letter of interest
- Resume including coaching and/or relevant experience
- Copy of current certifications (if available)
- Three professional references

Submit Application Materials to:

Genesee Joint School District No. 282

Attn: Melissa Lindquist, Clerk

Email: mlindquist@sd282.org

Phone: (208)285-1161

Website: <https://www.sd282.org>

AA/EEO/Veteran's Preference