



NORTH STAR CHARTER SCHOOL

Job Title: Elementary SPED Paraprofessional

Location: Eagle, ID

Position Type: Part-Time

Reports to: Elementary School Principal

SUMMARY:

We are seeking a passionate and dedicated **Elementary SPED Paraprofessional** to join our team. The SPED Paraprofessional provides instructional, behavioral, and administrative support to students with disabilities under the direction of a certified Special Education teacher. The paraprofessional assists in implementing individualized programs and accommodations, helping students succeed academically and socially..

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The role of the paraprofessional in general is to provide additional support in the resource room or in the classroom to support goals on the child's IEP. Assist in providing a well-organized, smooth functioning environment in which all children can take full advantage of the instructional programs and available resource materials.

ESSENTIAL DUTIES:

- Assist teacher in the regular education program.
- Assist students with classroom and homework assignments, tutoring or other supplemental instruction.
- Assist students individually and/or in small group situations.
- Assist teacher in clerical duties included but not limited to copying, inputting records and data in computer, grading, faxing, text and document preparation and related duties.
- Assist with student supervision on school grounds, lunch and other monitoring and safety duties, as assigned.
- Participate in appropriate training, workshops and in service programs.
- Perform all work duties and activities in accordance with North Star policies, procedures and safety practices.
- Provide behavior interventions to student(s) with disabilities in conjunction with special education and general education teachers.
- Provide behavior interventions in appropriate school-related behaviors.
- Provide prompts to assist students in preventing and managing behavior.
- Assist in implementation of student's individualized education program (IEP).
- Work with students in separate classrooms and/or facilitate inclusion into general



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education classrooms.

- Assist in a variety of educational supports.
- Serve as an escort for students to various locations on school campus supporting gradual shift towards independence and self-advocacy.
- Assist students during classroom activities, lunch, physical education periods, and various other activities, as directed
- Provide individual or small group instruction to student(s) according to established individual education plans as directed by the Special Education teacher.
- Assist the teacher in monitoring the students' progress by collecting data, charting, keeping anecdotal records, etc., as directed by the special education teacher.
- Support communication system with teachers, administrators and other support staff, as directed by the special education teacher.
- Participate in training as designated by the Special Education supervisor and/or administration.
- Assume other duties, as assigned.

APPLICATION PROCESS:

To apply for a teaching position at North Star Charter School, please submit a resume, cover letter, and three professional references to:

Shelly Manuel, Principal, @smanuel@northstarcharter.org
Human Resources at hr@northstarcharter.org

Applications will be reviewed on a rolling basis until the position is filled.

Equal Opportunity Employer

North Star Charter School is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.