

Reading Paraprofessional

Primary Function

To provide support to one or more students in reading enabling them to receive greater benefit from the instructional program.

Organizational Relationships

The Reading Paraprofessional receives direction from the classroom teacher and reports to the building administration.

Qualifications

- Hold a valid State of Illinois teaching license (preferred), substitute license or NCLB Paraprofessional Approval
- Ability to understand and carry out oral and written directions
- Ability to visually supervise students, assess situations for safety concerns
- Ability to exercise sound judgment in making decision regarding the safety and welfare of students
- Ability to perform assigned duties and tasks with a minimum of direction
- Ability to maintain effective public, student and co-worker relationships
- Ability to physically move about the school building and playground
- Ability to lift and position students weighing up to 50 pounds using proper 1-man lift techniques
- Ability to lift and position students weighing more than 50 pounds using proper 2-man lift techniques
- Ability to speak, write, read and understand English
- Ability to participate in District 39 approved behavior management procedures, Crisis Prevention Institute training (CPI) and to apply training in crisis situations including student restraints as needed

Performance Responsibilities

1. Reinforce or reteach reading and language arts concepts under the supervision of the Reading Specialist or classroom teacher.
2. Work with individuals or groups to reinforce skills of students based on their needs, interests or abilities.
3. Provide reading support for children who are at the remedial, developmental and/or enrichment levels.
4. Read to students, listen to students read, and participate in other forms of oral communication with students.
5. Maintain a high level of ethical behavior and confidentiality of information about students.
6. Deliver remedial programs with integrity and fidelity.
7. Administer, score, and record assessments and student work under teacher direction.
8. Attend district meetings for staff development and ongoing program coordination, when appropriate.
9. Perform other duties from time to time that may be assigned by the Building Administrator.

Terms of Employment

184 work days. Salary and work year established by the Board of Education and the Support Council Agreement.

Evaluation

Performance will be evaluated in accordance with the Support Council Agreement.