

WELLESLEY PUBLIC SCHOOLS

Wellesley, MA

Job Description

Title: Special Education Paraprofessional

Qualifications:

Bachelors Degree

Demonstrate aptitude for work to be performed

Successful completion of a Criminal Record Check (C.O.R.I.), Sexual Offender Record Check (S.O.R.I) and fingerprints

Passion for working with children/students with disabilities

Basic knowledge of child growth and development

Knowledge and at least one year of experience with program-specific needs (ABA, Wilson-certified, ASL, job coaching)

Evaluated by: Department Head or Designee

Job Goal: To assist professional staff in the delivery of core curriculum by using unique knowledge, skills or training to support whole class instruction, behavior management, social facilitation and/or to deliver specialized instruction individually or to a small group of identified students.

Work Year: In accordance with the Wellesley Teacher Association – Unit C

Salary/Benefits: In accordance with the Wellesley Teacher Association – Unit C

Performance Responsibilities:

1. Facilitate the integration of students requiring unique, specially designed to address increased independence in the classroom setting.
2. Use specific skills, knowledge and training to enhance instructional strategies provided to the student.
3. Collaborate and consult with teachers, specialists, special educators and building administration on the planning and implementation of instruction.
4. Modify instructional and assessment materials to meet the needs of individual students, as prescribed by IEPs under the direction of special education teacher(s).
5. Data collection and monitoring of individual student progress through prescribed systems under the direction of special education teachers, specialists and general education teachers.
6. Implement structures and standards for behavior on an individual, small group and whole class level.
7. Assist with the specific student supports, either as individual or small group, with guidance from teaching staff in the implementation of IEP goals and benchmarks and related behavior plans.

