

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS

JOB DESCRIPTION

TITLE: Paraprofessional

REPORTS TO: Principal
Classroom Teacher

QUALIFICATIONS:

1. High school diploma or equivalent training and passing grade on the PRAXIS exam for paraprofessionals or 48 college credits
2. Minimum experience as determined by the Board of Education
3. Collegial/collaborative interactive style
4. Ability to relate well to students
5. General professionalism
6. Confidentiality
7. Required criminal background check and proof of U.S. citizenship or resident alien status

JOB GOAL: To provide support to student(s) in order to promote independence and progress towards individual educational goals and objectives.

PERFORMANCE RESPONSIBILITIES:

If assigned, the Paraprofessional will under the direction of the Teacher/Specialist/Behaviorist:

1. Provide support to students in designated settings or as documented by their IEP.
2. Assist with the supervision of the student in order to ensure safety.
3. Assist in the implementation of behavior intervention plans.
4. Assist in the implementation of assistive augmentative communication.
5. Assist in the implementation of assistive technology.
6. Communicate any special needs of the individual student to the classroom teacher.
7. Escort the student when traveling throughout the building.

Paraprofessional

8. Implement discrete trials, including data collection, graphing procedures for daily student performance during discrete trials, inclusion sessions as well as behavioral data, as required by student's program.
9. Record behavior, social and academic data in special and general education setting.
10. Meet with the behaviorists, classroom teachers and other staff as ~~required~~ determined by the CST.
11. Prompt, facilitate, and model appropriate play skills and conversation throughout the school day including student(s) lunch and recess.
12. Assist in toilet training, self help skills, expansion of food repertoires and implementation of sensory diets.
13. Work with individual students or small groups to assist the teacher or specialist in the effective delivery of instruction to reinforce learning.
14. Support students engaged in structured learning experiences/Community Based Instruction.
15. Follow directives of the teacher to meet the individual needs of the student.
16. Perform such other duties as may be assigned.

Revised: 1/8/09

Revised: 5/12/09

Revised: 10/18/18

JD/School Building Personnel

Legal References:

N.J.S.A. 18A:6-7.1 Criminal history record

N.J.S.A. 18A:16-1 Officers and employees in general

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.