

**BAINBRIDGE ISLAND SCHOOL DISTRICT
JOB DESCRIPTION**

PARAEDUCATOR – CLASSROOM

JOB SUMMARY: Under the supervision of the classroom teacher, work with students in a support role with emphasis on student management. Provide assistance to the school staff in implementing safe and acceptable playground behaviors by supervising students during lunch and recess breaks. Maintain established disciplinary and safety policies, referring serious infractions to the program staff. Within this general framework, specific assignments will vary.

ESSENTIAL JOB FUNCTIONS:

- Work with small learning groups as directed.
- Work with students on one-on-one learning goals.
- Supervise students during transitions between activities.
- Communicate regularly with the regular classroom teacher.
- Work as part of a classroom team.
- Provide general classroom support to the teacher.
- Provide supervision for students during recreational time, including time in gym, classrooms or on the outside play areas, for the purpose of maintaining acceptable behavior, adhering to safety guidelines and school rules.
- Provide on-the-spot mediation for student-to-student conflicts.
- Monitor movement of students to and from school building, classrooms and/or playground.
- Circulate among students and resolve any minor problems that may occur.
- Ability to work effectively in a variety of settings and with a variety of people.
- Assist staff in upholding high academic and behavioral standards.
- Maintain confidentiality and display ethical behavior.
- Perform other job-related duties as assigned.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS:

- High school graduate or equivalent.
- College or other in-service training preferred.
- Current First Aid training required.

SKILLS, KNOWLEDGE AND/OR ABILITIES REQUIRED:

- Demonstrated ability to be flexible and to be a learner.
- Demonstrated confidence in presenting material to students and in managing student behavior.
- Sensitive to the unique needs of students.
- Desire to work with challenging students.
- Ability to be patient, flexible, and consistent.
- Ability to effectively communicate with students, staff and parents.
- Ability to take direction, maintain confidentiality and have a sense of humor.

PHYSICAL DEMANDS:

- Persons performing service in this position will exert 10 to 30 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work involves frequent sitting, standing, walking, stooping, bending and occasional running.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.

Reasonable accommodation may be made to enable a person with a disability to perform essential functions of the job.

Revised 3/16/16