



# EAST POINTE COMMUNITY SCHOOLS

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**Job Title: Special Education Paraprofessional**

**Position Description: Special Education Paraprofessional - High School**

**Minimum Job Qualifications:**

- Associate's Degree, passed ETS or a minimum of 60 hours from an approved college. B.A. or B.S. preferred
- Organized and flexible to work with varied schedules and individual needs
- Preference given to those with proven experience effectively working with students to encourage and aid them in overcoming their academic deficiencies
- Experience with technology and utilizing basic applications
- Excellent reading, writing, and communication skills

**Our turnaround paraprofessional will skillfully demonstrate:**

- Strong desire and ability to achieve outstanding student achievement results in a short amount of time
- Ability to build meaningful, caring relationships with students to improve student behavior and academic engagement
- Willingness to leverage the student support network to ensure that students' social, emotional, nutritional and health needs are addressed
- Ability to motivate students, promote their self-esteem, and influence their behaviors
- Collaboratively execute, with classroom teachers, behavior intervention plans that produce strong results in student learning and improved behavior
- Develop organized routines, communicate clear expectations, and contribute to a positive school culture
- Contribute to a professional environment that is one of mutual respect, teamwork, and accountability
- Ability to seek out knowledgeable peers, coaches or administrators for instructional support in the never ending quest to deliver the vision of high quality subject-specific instruction to increase achievement of highest risk students
- Actively engage in professional learning, as required, to effectively implement behavior interventions
- Accurately maintain program records as assigned and within due dates
- Effective communication with administration, teachers, staff, parents, and students relative to programs
- Communications with families, guardians, and parents to build student behavior plans in collaboration with the Student Success Team

**A turnaround paraprofessional possesses the following competencies:**

- Prioritize student-learning needs over the customs, routines, and established relationships that can stand in the way of necessary change
- Achieve results by taking initiative and reflecting and acting on lessons learned
- Maintain his/her drive for results by demonstrating persistence, directness, and the ability to monitor and plan ahead for increased student growth and efficient instruction for at risk students

- Commit to the relentless pursuit of increasing student learning for at risk students
- Skillfully challenging the status quo by thinking analytically and conceptually, as well as problem-solving as it pertains to at risk students

## **Selection Committee**

**Evaluated By:** Supervising Administrator

**Salary Data:** As per Negotiated Agreement with the EFE

**More Information about Eastpointe Community Schools:** [www.eastpointeschools.org](http://www.eastpointeschools.org)

**Internal and external candidates please apply on applitrack**

<https://www.applitrack.com/eds/onlineapp/>

ADMINISTRATION BUILDING // 24685 KELLY ROAD // P: 586.533.3000 // F: 586.533.3025 // EASTPOINTESCHOOLS.ORG

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