

Infant Toddler Paraprofessional

QUALIFICATIONS:

Certification:

- NCLB/STATE of Illinois Qualifications
- Letter of Approval from State of Illinois
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO:

Direct Supervisor: Building Principal

VISION:

The Infant Toddler Paraprofessional will perform duties that support the delivery of district preschool services to preschool students by working under the direction and guidance of a certified staff member. The paraprofessional will assist students with physical, behavioral, or instructional tasks.

JOB GOALS:

- Students will receive the physical, emotional, and instructional support they need to benefit fully from the district's preschool program.
- Students will learn subject matter and skills that will contribute to their development as mature, able, and responsible individuals.

JOB RESPONSIBILITIES:

- Help identify and enroll participating families in program services
- Help maintain a child-centered, learn/play-centered classroom environment
- Help develop resources and materials to enhance the birth through 3 program
- Maintain the same high level of ethical behavior and confidentiality of information about students as expected of fully licensed teachers
- Attend staff meeting. These meetings will focus upon the specific family issues (both successes and challenges); progress of parent/children's learning goals, and collaboration to help meet family needs. Also, utilize community agency linkages, family literacy resources and work with prevention initiatives
- Perform other duties and assume other responsibilities as may be assigned by the teacher and/or building principal.

TERMS OF EMPLOYMENT:

Work Day:

6.5 hours per day

Work Year:

180 DAYS.

Bargaining Unit:

Bargaining Unit

Salary and Benefits:

Per Contract