

Special Education Para Professional

All employees and volunteers at Twin Peaks work together to fulfill the Twin Peaks Mission Statement. The items listed in this description provide structure to the responsibilities and accountabilities for this position. Metrics will be developed for this position based on the description below. Twin Peaks however expects to employ professionals who will work beyond job descriptions creating both fulfilling career environment and successful outcomes for our students. Values we hold high include: trustworthiness, honesty, diligence, open communication, fairness, and politeness, and we expect to see them evidenced in our staff, parents and students.

Role Definition

Twin Peaks is seeking a Special Education Para Professional who is well versed in the multiple roles typically assumed by a special educator. This position is full-time (35 hours/week) and fully benefited.

Requirements

- Must be able maintain a high degree of confidentiality
- Must be able to communicate with general teaching staff and parent community
- Shows empathy, patience and understanding of student
- Must be able to demonstrate how to safely carry out assigned duties in order to keep both you and the student safe
- Familiarity or experience with Core Knowledge curriculum preferred
- Basic familiarity with Colorado State Standards
- Must be able to coordinate and prioritize multiple projects
- Must be able to work collaboratively with team members in sharing and analyzing data
- Must be proficient in the use of Microsoft Word and Excel programs
- Must be well organized and keep good records
- Must pass background investigation
- Must be able to lift up to 50 pounds safely and effectively

Education and Experience

- 2 years experience working as a Special Education Para Professional preferred
- Knowledge of and commitment to Core Knowledge curriculum
- Knowledge of and commitment to Character Education