

# CASHMERE SCHOOL DISTRICT #222

## JOB DESCRIPTION

<u>Position:</u>	Vale Elementary SpEd Para-Professional (3 Positions)
<u>Definition of Position:</u>	To provide supervision and support services to Elementary school students and with special needs
<u>Immediate Supervisor:</u>	Building Principal
<u>Required Qualifications:</u>	<ul style="list-style-type: none"><li>* One-year contract experience with students with special needs at the Elementary level</li><li>* Ability to assist in the implementation of student Individual Educational Plans and Behavior Plans</li><li>* Ability to work collaboratively with Elementary Staff</li><li>* Assist students with personal care needs including toileting and lifting</li><li>* Ability to deliver direct instruction</li><li>* Ability to work with and maintain good communication skills with students, parents and teachers</li><li>* Ability to work effectively under the supervision of classroom teacher w/students who require 1:1 instruction</li><li>* Ability to provide student supervision at work site, as well as recess/lunch supervision</li><li>* Move and work in a fast-paced environment</li><li>* Maintains strict confidentiality</li><li>* High school diploma</li></ul>
<u>Desired Qualifications</u>	<ul style="list-style-type: none"><li>* Experience working with students who have special needs</li><li>* Bilingual</li><li>* AA degree or 2 years college</li><li>* Understanding of Curriculum</li><li>* Ability to adapt materials to meet student needs</li></ul>
<u>Essential Job-Related Activities:</u>	<ul style="list-style-type: none"><li>* Maintain data forms</li><li>* Liaison between school and family</li><li>* Fulfill requests and duties as assigned</li><li>* Ability to assist high needs children with their care (toileting, behavior management)</li></ul>
<u>Terms of Contract:</u>	
Salary	As per negotiated agreement
Length of contract	6.5 hours, 5 days/week, continuing
Leaves/Benefits	As per negotiated contract
<u>Schedule:</u>	Applications accepted through Fast Track

Cashmere School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

**Title IX Coordinator** – Scott Brown, 329 Tigner Rd, Cashmere (509) 782-2914 [sbrown@cashmere.wednet.edu](mailto:sbrown@cashmere.wednet.edu)

**Civil Rights Compliance Coordinator** – Glenn Johnson, 210 S Division, Cashmere (509) 782-3355 [gjohnson@cashmere.wednet.edu](mailto:gjohnson@cashmere.wednet.edu)

**Section 504/ADA Coordinator** - Lisa Avila, 101 Pioneer Ave, Cashmere, (509) 782-2710 [lavila@cashmere.wednet.edu](mailto:lavila@cashmere.wednet.edu)