Position          Hours/FTE          Location

Paraeducator – Autism          4 hpd/180 days          Washington

Salary: OPA Salary Schedule – $11.40 - $14.38 per hour

Purpose Statement/s: The job of "Paraeducator – Special Education Autism Spectrum” is done for the purpose/s of assisting, under supervision, in the supervision and instruction of special education students; relieving teachers of routine clerical tasks; and assisting students by providing for special health care needs.

Essential Job Functions:

• **Adapts** classroom work/homework under the direction of the Autism specialist for the purpose of providing a method to support and/or reinforce classroom objectives.

• **Model classroom adaptations as directed by Autism specialist.**

• **Assists** teachers and parents for the purpose of implementing lesson plans and/or developing students’ daily living, social, communication, cognitive sensory, motor, and behavioral skills.

• **Maintains** classroom equipment, student’s files/records as pertains to the implementation of special education file Programming.

• **Monitors, observes, supports** individual students, classroom and/or playground activities for the purpose of maintaining a learning environment conducive to the implementation of the IEP. Must implement prescribed behavior program including individualized interventions.

• **Contributes to the development of functional behavior assessments, behavior intervention plans, and IEPs, as appropriate.**

• **Performs** record keeping and data collection functions, scheduling, copying, etc. for the purpose of supporting the Autism Specialist in monitoring and adjusting strategies concerning students’ access to and progress in the general education curriculum.

Other Job Functions:

• **Assists** other personnel as may be required for the purpose of supporting them in the completion of their work activities.

• **Confers** with teachers, parents and/or appropriate community agency personnel for the purpose of assisting in evaluation of students progress and/or implementing students objectives.

• **Participates** in various meetings for the purpose of sharing information and/or improving one’s skills/knowledge.

• **Works** closely with special education and regular classroom teachers in a collaborative manner.

Job Requirements - Qualifications:

• **Experience Required:** Prior job related experience, paid or volunteer, with young children. Knowledge of educational strategies commonly used with autistic students, Floor Time and direct instruction techniques are required.

• **Skills, Knowledge and/or Abilities Required:**

  • *Skills* to perform basic clerical functions, perform basic arithmetic calculations, operate standard office equipment, use English in verbal and written form, and use correct grammar, punctuation and spelling.
Knowledge of principles of child development, instructional processes.

Abilities to sit for prolonged periods, understand and carry out oral and written instructions, maintain confidentiality of student records, meet schedules and deadlines, read/interpret/apply rules, regulations, policies, rapidly learn methods and materials used in a variety of instructional situations. Significant physical abilities include reaching/handling, talking/hearing conversations, near/far visual acuity.

Education Required: High School diploma or equivalent.

Must meet NCLB highly qualified requirements.

Licenses, Certifications, Bonding, and/or Testing Required: Criminal Justice Fingerprint Clearance.

Application Procedure for out of district candidates

Apply through Public Schools Personnel Cooperative @ http://teachinginwashington.com.

If you share our commitment to provide challenging opportunities
For all students to be successful, we’d like to hear from you!

Olympia School District     1113 Legion Way SE     Olympia, WA  98501
(360) 596-6185     FAX (360) 596-6181     http://osd.wednet.edu

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The Olympia School District will provide reasonable Accommodations to enable persons with disabilities the opportunity to apply for open positions and to participate in District interview procedures. Persons with disabilities are asked to notify the Personnel Office at least three days prior to the date on which the requested accommodation is needed. Personnel Officer: Voice: (360) 596-6185 or TDD: (360) 596-7537 or FAX: 360-596-6181.