

Employment Opportunity

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Notice Of Vacancy

Position: Paraprofessional

Status: 187 Work Day Calendar, 7 hours per day

Starting Salary: \$23.69/hr.

Salary Range: \$23.69/hr.-\$24.90/hr.

Posted Date: January 23, 2023

Starting Date: March 1, 2023 (anticipated)

Location: Newbridge Learning Academy
103 W. Northstone Parkway, Zillah, WA 98902

Job Description and Qualifications: See below

Application Procedure – Applicants apply through the ESD 105 Fast Track on-line application system at www.esd105.org under the Human Resources link, and ESD 105 Job Opportunities.

Medical, vision, dental, paid leave benefits and retirement options are available for employees. More information can be found at: <https://www.esd105.org/about-us/human-resources/new-staff-onboarding>.

Deadline to apply: Open Until Filled

Immigration Reform and Control Act Requirement: The recommended applicant, if not a current regular employee, will be required to complete an INS 1-9 form and must provide proof of employment eligibility.

Background Check: All new employees who will have unsupervised access to children must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. All employment is considered temporary until receipt of the satisfactory background check.

Employment: ESD 105 shall provide equal employment opportunity and treatment for all applicants and staff in recruitment, hiring, retention, assignment, transfer, promotion, and training. Such equal employment opportunity shall be provided without discrimination with respect to race, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. Domestic partners registered with the state of Washington will be offered the same rights/benefits as spouses to the extent that treatment is not in conflict with state or federal law. Inquiries regarding compliance procedures may be directed to the ESD's Title IX/RCW28A.640 Officer and Section 504/ADA Coordinator, Veronica Naranjo, Human Resources Director, 33 So. Second Ave., Yakima, WA (509) 454-2858

ESD 105 is an Equal Opportunity Employer

POSITION DESCRIPTION

Placement: Newbridge Salary

Job Title: Paraprofessional-Special Education	Direct Supervisor: Newbridge Principal
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The primary purpose of Newbridge Paraprofessional position is to support learning for identified students receiving special education services with significant emotional and behavioral challenges under the guidance of a certificated teacher and team. Responsibilities typically include supporting students in the classroom, providing one-on-one/small group instruction, implementing the Newbridge behavior management program with fidelity, recording student progress data, providing supervision during lunch, recess and Honors (earned reward time/activities). This position's primary responsibility is to support the classroom teacher in all areas of academic, social/emotional, and behavioral skills instruction. The paraprofessional serves as a positive role model for students and must maintain a high level of professionalism in all interactions with students, parents, their Newbridge team, district partners and supporting members of the community.

Essential Job Functions:

- A. Supports classroom teacher in the daily and weekly planning for students as requested. Under the direction of the classroom teacher, helps to prepare classroom and instructional materials.
- B. Provides instruction as directed by the classroom teacher, to individual, small groups and at times whole group instruction to students in the classroom setting.
- C. Assists with the consistent implementation of the specifically defined Newbridge behavior management program, to include compliance with the student's IEP, Behavior Intervention Plan and Emergency Response Protocol.
- D. Provides support for students during transitions to other program activities, to and from transportation etc.
- E. When directed, collects/enters data on student academic and social/emotional progress.
- F. Maintains confidentiality at all times.
- G. Remains flexible, adjusting to changes in routines and schedules.
- H. Is open to constructive guidance, new ideas and suggestions.
- I. Actively participates in daily team debriefs. Communicates in a positive and respectful manner with other team members.
- J. Actively engages in staff development and implements insight gained as directed.
- K. Assists in maintaining a safe environment up to the possible use physical restraint if a student's behavior(s) presents an immediate imminent threat of physical harm to themselves, the staff or other students.
- L. Communicates daily with supervisor, classroom teacher, and colleagues regarding student celebrations, goals, progress and program planning.
- M. Provides appropriate supports to students related to their specific disabilities/behaviors utilizing gained knowledge of the effects the disability may have on student learning and behavior.

Other Job Functions:

- A. Perform other related duties as assigned.

- B. Remain current on all related certifications.
- C. Complete all Required Trainings

Qualifications:

Required Education and Experience

1. High school diploma or equivalent.
2. A minimum of three years' experience working in an academic environment as a paraprofessional with students with social/emotional and behavioral challenges, or related experience.

Preferred Education and Experience

1. Experience working with students with significant behavior/social/emotional needs
2. Restraint training certified or willing to become certified.

Required Skills, Knowledge and or Abilities

1. Ability to effectively and efficiently navigate team dynamics and contribute to program goals.
2. Ability to implement insights, strategies/techniques taught during professional development sessions.
3. Dependability
4. Punctuality
5. Capable and willing to perform de-escalation/restraint techniques

Physical Demands

The usual and customary methods of performing the job's functions require the following conditions:

- **Significant:** (i.e. standing, walking, kneeling, physical restraining, talking, listening, communicating through text)
- **Frequent:** (i.e. standing, bending, carrying, use of phone, use of copy machine)
- **Occasional:** (i.e. driving, lifting over 10 pounds up to 45 pounds, reaching above the shoulder, use of other related office technologies)

***Significant** - Occupation requires this activity more than 66% of time (5.5+ hrs/day)

Frequent - Occupation requires this activity from 33% to 66% of time (2.5 to 5.5+ hrs/day)

Occasional - Occupation requires this activity up to 33% of time (0 to 2.5+ hrs/day)

The statements contained in this job description reflect general details as necessary to describe the essential functions of this position, the level of knowledge and skill typically required, the scope of responsibilities, and the physical demands, but should not be considered an all-inclusive listing of the work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work period or otherwise to balance work load.