

**WISHRAM SCHOOL
JOB DESCRIPTION**

PARAPROFESSIONAL

General responsibilities: Facilitate student progress, provide student supervision and support of school day operations.

Essential functions: (to include but not be limited to)

- Provide supplemental academic support to struggling students.
- Work with small intervention groups as directed.
- Maintain accurate records of student progress, attendance, and other applicable data.
- Participate regularly in staff meetings and in-service programs.
- Other duties as assigned.

Other functions:

- Supervise students in the various settings from the classroom to recess, meal breaks and during class passing times.
- Assist with meal service as directed.

Job requirements:

- Complete District provided Fundamental Course of Study training as assigned and ongoing training as assigned.
- Develop appropriate, positive professional relationships with students and staff.
- Ability to work within a team.
- Manage daily workload without constant guidance.
- Adapt to the changing daily operational needs of a small school district.
- Attend work on a regular and reliable and punctual basis.
- Adhere to the Code of Professional Conduct WAC 181-87
- Pass a Criminal history fingerprint check through WSP and FBI.

Preferred qualifications and skills:

- Associates degree or Paraeducator certificate

Working conditions:

- May be required to travel to professional development activities.

Notice of Non-Discrimination

WISHRAM SCHOOL DISTRICT 94 does not discriminate in any programs or activities on the basis of race, religion, creed, color, sex, national origin, marital status, sexual orientation, gender expression or identity, age, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a disabled person.

The following individuals have been designated to handle questions and complaints of alleged discrimination:

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|---------------------------------|------------------|--|--------------|
| Civil Rights compliance officer | Tye Churchwell | Tye.churchwell@wishramschool.org | 509-767-6090 |
| Title IX Compliance Officer | Tye Churchwell | Tye.churchwell@wishramschool.org | 509-767-6090 |
| 504 Compliance Officer | Monica Snodgrass | Monica.snodgrass@wishramschool.org | 509-767-6090 |