PARAEDUCATOR – INSTRUCTIONAL
BEHAVIORAL SUPPORT
ELEMENTARY

POSTING: 2014/2015-65

Announcement Date: June 23, 2015
Screening Date: June 30, 2015
Applications Due By: Open Until Filled
Responsible To: Building Principal/Director of HR and Learning Support Services

Description of Position: This position will begin with the 2015-2016 school year. The paraeducator will work an average of 6 hours per day, following the student calendar. The paraeducator will work with behaviorally challenged students, supporting them in the self-contained special education classroom and the general ed classroom. A successful candidate will demonstrate flexibility, cooperation, excellent communication, will be a team player, and demonstrate successful experience working with behaviorally challenged students. The paraeducator will work with students with behavioral needs through de-escalation strategies that support students’ success.

Minimum Competencies Required:
• Training and experience with special education programs and special needs children
• High School diploma or equivalent
• AA degree or high in related field is desired
• No Child Left Behind “Highly Qualified” is desired
• An understanding of the value of providing instructional and other direct services to all children and youth with challenges
• Demonstrated ability to provide positive and age/developmentally appropriate behavioral support
• Demonstrated ability to independently perform duties competently with little or no assistance and able to independently make decisions in regards to managing student behaviors
• Demonstrated ability to remain calm in escalated or stressful situations
• Demonstrated ability to manage behavior in proactive and affirming ways.
• Ability to motivate and assist children and youth
• An understanding of the roles and responsibilities of certificated/licensed staff and paraeducators
• Ability to practice ethical and professional standards of conduct, including the requirements of confidentiality
• Ability to utilize appropriate strategies and techniques to provide instructional support in teaching and learning as developed by the certificated/licensed staff
• Knowledge of human development and milestones typically achieved at different ages and risk factors that may prohibit or impede typical development
• Ability to communicate effectively with others, both verbally and in writing
• Ability to tutor individual students in both academic and social skills
• Some lifting may be required. Must be physically able to help escort and or/restrain students as needed
• Ability to work collaboratively and effectively as a positive member of a team
• Flexibility and efficiency to work between all three elementary schools each day
• General academic competencies to work with disabled children of all ages

continued
• Training, or willingness to get training, in Right Response or other restraint/aversive-interventions desired
• In-district applicants cannot be deemed qualified for this posted position if there is a conflict of hours with a position currently being held, unless they are willing to resign a current position if appointed to this position

**Hours Worked Per Week:** 6 hours per day, 178 days per year  
**Wage Rate/Benefits:** $12.29 – $16.36 (Per PSE 2014-2015 Schedule A)  
**Probationary Period:** Per PSE Agreement - Up to 60 working days

**APPLICATION PROCEDURES:**

IN-DISTRICT APPLICANTS (within job title of Paraeducator)  
1. Letter of interest to include:  
   • Posting number  
   • Specify how you meet the desired qualifications (failure to do so may negatively effect the application)

IN-DISTRICT (outside of the job title of Paraeducator) OR OUT OF DISTRICT APPLICANTS  
1. Classified District Application  
2. Letter of interest to include:  
   • Posting number  
   • Specify how you meet the desired qualifications  
3. Letters of References (3)

Apply to: Valori Smith, Human Resource Officer  
Lakewood School District No. 306  
P.O. Box 220  
North Lakewood, WA  98259  
Phone: (360) 654-2071  
FAX: (360) 652-4509  
Email: vsmith@lwsd.wednet.edu

**Immigration Reform and Control Act Requirement:** The recommended applicant, if not a current employee, will be required to complete an INS I-9 form and must provide proof of employment eligibility.  
**Disclosure Statement and Background Check:** Pursuant to Chapter 43.43, Washington Laws of 1990, the recommended applicant will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law. In addition, a background check, based on fingerprints and at employee expense, will be requested from the FBI and Washington State Patrol. Employment status is contingent on verification of background check clearances.  
**Job Sharing:** Per School Board Policy, #3550, the District will accept applications from individuals wishing to share a position.  

**NON-DISCRIMINATION AND AFFIRMATIVE ACTION NOTICE**  
The Lakewood School District is an Affirmative Action Equal Opportunity Employer. Applications from all groups are encouraged. Lakewood School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, religion, creed, 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. Board Policy #5010 provides the steps that shall be taken in the grievance process. Inquiries regarding compliance and/or grievance procedures may be directed to:

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**TITLE IX/RCW 28A.640 COMPLIANCE OFFICER**  
**SECTION 504/ADA COORDINATOR**  
**DISTRICT COMPLIANCE OFFICER**  
Priscilla Brady, Director of HR & Learning Support Services  
17110 16th Dr NE  
Marysville, WA  98271  
360-652-4500