POSTING: 2015/2016-109

**Announcement Date:** August 30, 2016

**Screening Date:** September 8, 2016

**Applications Due By:** Open Until Filled

**Responsible To:** Building Principal/Director of Learning Support Services

**Description of Position:** The paraeducator will be supporting special education students in the Resource Room and/or general education setting. While the need is for the Resource Room, the employee may be reassigned, at a future date, if student or program needs so dictate. This position is 3 hours per day, in the morning. A successful candidate would demonstrate flexibility, cooperation, excellent communication, be a team player and demonstrate successful experience working with physically, developmentally, behaviorally and academically challenged students.

**Minimum Competencies Required:**

- High School diploma or equivalent
- AA degree or higher in related field is desired, and/or “highly qualified” NCLB status is desired
- Training and experience with special education programs and special needs students
- An understanding of the value of providing instructional and other direct services to all students with disabilities
- Ability to provide positive behavioral support and management
- Ability to motivate and assist middle school students
- Awareness of personal care and/or health related support
- 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 (a) pattern of human development and milestones typically achieved at different ages and (b) risk factors that may prohibit or impede typical development
- Ability to manage student behavior in proactive and affirming ways
- Ability to communicate effectively with people
- Ability to tutor individual students
- Training and experience with tutoring programs
- Ability to function effectively and efficiently as a team member
- General academic competencies to work with disabled children of all ages
- Must have good health and personal hygiene
• Some lifting may be required, must be physically able to complete these tasks
• Recent successful completion of Right Response, SECURE, CIP, or other such restraint training is desired and may be required as part of the paraeducator’s duties

Hours Worked Per Week: 3 hours per day / 180 days, student calendar
Wage Rate/Benefits: $13.44 - $17.66 Per PSE Schedule A for 2016-2017
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

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) 652-4501  ext. 1007
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:
TITLE IX/RCW 28A.640 COMPLIANCE OFFICER
SECTION 504/ADA COORDINATOR
DISTRICT COMPLIANCE OFFICER
Daniel Lee, Director of HR & Administrative Services
17110 16th Dr NE
Marysville, WA  98271
360-652-4500