

**** VACANCY ****

CUMBERLAND REGIONAL SCHOOL DISTRICT CUMBERLAND COUNTY, NJ

HAS THE FOLLOWING POSITION AVAILABLE

INSTRUCTIONAL PARAPROFESSIONAL

JOB GOAL: TO ASSIST THE SPECIAL EDUCATION STUDENT AT THE DIRECTION OF THE TEACHER BY PROVIDING INSTRUCTIONAL, BEHAVIORAL, AND CLERICAL SUPPORT IN ACHIEVING THE OBJECTIVES OF THE STUDENT'S INDIVIDUAL EDUCATIONAL PLAN.

QUALIFICATIONS:

1. HIGH SCHOOL GRADUATE OR EQUIVALENT: COLLEGE EXPERIENCE AND/OR EXPERIENCE WORKING WITH DISABLED CHILDREN DESIRABLE.
2. REQUIRED CRIMINAL HISTORY BACKGROUND CHECK
3. PROOF OF US CITIZENSHIP OR LEGAL RESIDENT ALIEN STATUS

DUTIES:

1. TO CONTRIBUTE POSITIVELY TO A CLASSROOM ATMOSPHERE THAT IS CONDUCTIVE TO LEARNING.
2. TO ASSIST, UNDER A TEACHER/CONSULTANT DIRECTION, IN THE COLLECTION AND ADMINISTRATION OF BEHAVIOR MANAGEMENT SYSTEMS.
3. MAINTAINS ACCURATE AND COMPLETE RECORDS TO DOCUMENT A STUDENT'S DAILY PROGRESS TOWARDS IEP GOALS AND OBJECTIVES.
4. PROVIDE ONE-ON-ONE REINFORCEMENT ACTIVITIES ON THE DRILLS (OBJECTIVES) ESTABLISHED FOR THE STUDENT BY THE TEACHER/CONSULTANT.
5. MAINTAINS WRITTEN AND ORAL COMMUNICATION WITH THE TEACHER/CONSULTANT CONCERNING ALL ASPECTS OF A STUDENT'S PROGRAM AND SCHEDULE.
6. ALERTS THE TEACHER/CONSULTANT TO ANY PROBLEM OR SPECIAL INFORMATION ABOUT AN INDIVIDUAL STUDENT.
7. TO RESPECT THE CONFIDENTIALITY OF PUPIL RECORDS AND COMMUNICATE STUDENT PROGRESS OR NEEDS TO THE CONSULTING THE TEACHER, CST CASE MANAGER, OR ADMINISTRATION (ETHICAL CONDUCT).
8. TO PARTICIPATE IN IN-SERVICE PROGRAMS OR TRAINING WORKSHOPS WHEN REQUESTED.
9. TO PERFORM OTHER REASONABLE AND RELEVANT DUTIES AS DETERMINED BY THE APPLICABLE IEP, CLASSROOM TEACHER, ADMINISTRATION OR BOARD OF EDUCATION.
10. PERFORMS OTHER DUTIES AS LISTED ON "INSTRUCTIONAL PARAPROFESSIONAL" JOB DESCRIPTION, F-02.

REPORTS TO: DIRECTOR OF SPECIAL EDUCATION AND/OR THE BUILDING PRINCIPAL

TERMS OF EMPLOYMENT: 10 MONTH POSITION – UP TO 29 ¼ HRS. PER WEEK (M-F)
SALARY/WORK YEAR DETERMINED BY THE CRBOE
CURRENT RATE: \$15.00 - \$15.30 PER HOUR, NO HEALTH BENEFITS

Submit a letter of interest to Superintendent Steve Price (resume@crhsd.org) in the District Office stating why you should be considered the best qualified candidate for the vacancy. Please attach a copy of your resume and applicable certificates/license.

APPLICATION DEADLINE: JULY 17, 2018

The CUMBERLAND REGIONAL Board of Education is an Equal Opportunity Employer, has an Affirmative Action Program, and will not discriminate against any person because of race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, socioeconomic status, or disability.

The Board is committed to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

Posted: 7/06/18