- ***ELL / ESL / ELD (English Language Development) Para (Teacher's Aide) - PART TIME***JobID: 4284

Apply at: https://www.applitrack.com/ffc8/onlineapp/default.aspx

- **Position Type:**
  Support Staff/ESL Paraeducator

- **Date Posted:**
  5/20/2022

- **Location:**
  Aragon Elementary School

- **Date Available:**
  08/03/2022

- **Closing Date:**
  Until filled

STARTING THE 2022-2023 SCHOOL YEAR

Preferred Minimum Qualifications:
1. High school graduate or equivalent.
2. Associates Degree or 48 semester hours or ACT certified.
3. Obtain First Aid/CPR training.
4. Ability to lift 50 pounds.
5. Ability and willingness to take directions.
6. Ability and willingness to meet the needs of students.
7. Excellent references including attendance and punctuality.

Job Goals:
Assist teacher with instructing English Language Learner (ELL) students including reinforcing materials and skills, implementing curriculum, and managing student behavior and/or needs.

Performance Responsibilities:
1. Assist teacher with implementing lesson plans, maintaining classroom, and reinforcing skills and

materials.
2. Lead activities of class and/or small groups.
3. Prepare classroom or learning environment with needed supplies and materials.
4. Perform clerical duties which may include preparing instructional materials; maintaining files, records, and/or progress reports; typing; entering data; etc.
5. Administer, score, and/or record tests and grades.
6. Supervise students to and from classroom and/or buses, on field trips, on playground, in computer lab, and/or during other activities.
7. May assist students with understanding and reinforcing skills and materials in their native language.
8. May support parents by interpreting at school functions and/or by providing student progress information.
9. Attend appropriate in-services, building meetings, training, and/or school functions.
10. May move between sites to provide services at multiple work sites. Work sites may change during the course of the school year to meet the needs of students across the District.
11. Perform other duties as assigned.

Technical Skills, Knowledge & Abilities:

- Oral and written communication skills.
- Interpersonal skills.
- English language skills.
- Bilingual oral and written communication skills preferred.
- Mathematical skills including basic calculations and application of math concepts.
- Personal computer and keyboarding skills.
- Customer service and public relations skills and professionalism.
- Critical thinking and problem solving skills.
- Ability to maintain confidentiality in all aspects of the job.
- Ability to manage multiple tasks with frequent interruptions, use time efficiently, demonstrate attention to detail, follow instructions, and respond to management direction.
- Ability to work with students with diverse backgrounds and abilities.
- Ability to promote and follow Board of Education policies, Superintendent policies, and building and department procedures.
- Ability to communicate, interact, and work effectively and cooperatively with all people including those from diverse ethnic and educational backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.

Salary:
ELD/ELL/ELS Paraeducators are on the Classified Salary Schedule.
- FFC8 allows new hires to bring in up to 8 years of previous experience in similar school type settings.
- Please understand that new hires tend to start out at the lower end of the salary range.

Salary Schedule

Benefits:
Fountain-Fort Carson School District # 8 provides medical, dental, vision, chiropractic, life, long-term disability, accidental death & dismemberment insurances, and paid time off benefits. There are district and employee contributions to some or most of these benefits.

Employment Period:
187 days per year - 4 Hour Work Day