

Job Title: Paraprofessional (K-12)

Position Type: Part-Time

Reports To: Classroom Teacher/Principal

**Job Overview:**

The Freedom Area School District is seeking a dedicated and compassionate Paraprofessional to join our team at Freedom Area School District. The ideal candidate will assist classroom teachers in delivering instructional activities, provide support to individual students or small groups, and contribute to creating a safe and productive learning environment. This role is vital in supporting students' educational and social development, under the supervision of certified teaching staff.

**Responsibilities:**

- Assist in the preparation and organization of classroom activities and materials, ensuring a tidy, structured and functional learning environment.
- Work directly with students, individually or in small groups, to reinforce learning concepts, assist with assignments, and improve educational outcomes.
- Monitor student behavior in the classroom, hallways, and other school areas, intervening and providing guidance as necessary.
- Participate in the implementation of individual education plans (IEPs) for students with special needs, providing the necessary support to meet each student's goals.
- Assist with the supervision of students during non-classroom times, including lunch breaks, recess, and field trips.
- Collaborate with teachers to assess student progress and identify areas requiring additional support.
- Engage in professional development opportunities and staff meetings to enhance skills and remain current with educational practices.
- Support with functional student needs including toileting, feeding, and transition between activities, classrooms, and to/from transportation.
- Document and bill for personal care service minutes for students that are eligible for school-based access programming.

**Qualifications:**

- High school diploma or equivalent with BSE paraprofessional competency; associate degree or higher in education or a related field preferred.
- Previous experience working with children or in an educational setting is highly desirable.
- Strong communication and interpersonal skills to effectively interact with students and staff.
- Patience, empathy, and a genuine interest in supporting student learning and development.
- Ability to work collaboratively with classroom teachers and school administration.

- Basic computer skills for educational software and classroom technology.
- Must pass a background check and meet state and/or district requirements for employment in a school setting.

**Skills:**

- Excellent organizational and time-management skills.
- Creative problem-solving and adaptability in a dynamic classroom environment.
- Knowledge of educational best practices and a commitment to student-centered learning.
- Understanding of child development and effective strategies for engaging students.

**Physical Requirements:**

- Ability to stand, walk, and sit for extended periods.
- Must be able to lift and carry classroom materials and assist students as needed.

**Application Instructions:**

- Please submit your resume, a cover letter explaining your interest and qualifications for the role, and any relevant certifications or transcripts. Applications should be sent to Renee Romutis at [romutis@freedomarea.org](mailto:romutis@freedomarea.org).