

LIBERTY UNION HIGH SCHOOL DISTRICT
PARAPROFESSIONAL/ LIFESKILLS

DESCRIPTION

The Lifeskills paraprofessional assists the classroom teacher by providing instructional support to students identified as severely handicapped (SH), not to include duties specific to working with severely multiply handicapped or medically fragile students, and related work as necessary to meet the specific needs of the students.

EXAMPLES OF DUTIES

- Sets up work areas and prepares educational materials
- Assists students working on individualized and specialized programs
- Assists group learning exercises in a variety of subject areas
- Assists with modifying work for students in general education
- Monitors indoor and outdoor recreational activities
- Assists with the evaluation of student progress including academic, behavior and IEP related goals
- Drives students in district van for school activities
- Assists with maintaining student progress records and developmental profiles
- Assists students in speech development, cognitive and behavioral skills, self-help activities, gross and fine motor skills, social-emotional development, toileting, and vocational skills
- Performs clerical tasks and operates computers and office equipment
- Assists with maintaining student records

QUALIFICATIONS

Knowledge of:

General needs and behavior of students with special needs;
General classroom procedures and equipment;
Applied behavior management techniques in a classroom setting;
First aid and safety procedures;
Correct English usage, spelling, grammar, and punctuation;
Lifting techniques.

Ability to:

Maintain the trust and confidence of students;
Work independently with general guidance;
Perform a variety of clerical tasks;
Maintain cooperative relationships with students and adults;
Maintain confidentiality on and off campus especially around students;
Manage time to accomplish multiple tasks and meet deadlines;
Operate standard office equipment;
Communicate effectively both orally and in writing;
Lift, push, or pull as required with assistance;
Mobility to regularly walk, stand, stoop, reach and bend.

Education:

Title I compliant as required by Every Student Succeeds Act (ESSA) and/or the Liberty Union High School District.

Experience:

Some experience dealing with high school special needs students preferred.

License and Other Requirements:

Complete First Aid and CPR training;
Possess a valid California Motor Vehicles Operators License;
Driving record satisfactory to the District:

- No DUIs; reckless driving or hit and run violations.