

Arts Academy Elementary Charter School

Paraprofessional

The mission of AAECS, a model for arts-integrated education, supports all students attaining high academic achievement and artistic expression by enriching their standards-based elementary experience using a palette of arts-infused curriculum, as a foundation for their future growth.

Job Summary

Paraprofessionals provide instructional and behavioral support to students under the direction of a certified teacher, in the general education or special education classroom setting. Paraprofessionals assist with the supervision of students during transition times, such as arrival and dismissal, lunch and recess; or as individuals to provide an escort to the bathroom, nurse, front office, etc.

Responsibilities and Duties

- Assist the teacher in maintaining the established routines and procedures of the school an/or the classroom assigned.
- Assist students with meeting academic and/or behavioral goals.
- Assist students with any supports/ modifications needed to access facilities and curriculum, including physical support and adapted teaching materials.
- Support a positive educational climate in which students can learn.
- Participate in required, school-provided 20 hours of Professional Development as required by PA Department of Education.
- Assist in the supervision of students during arrival, dismissal, lunch, recess and/or
- Assist the teacher in preparing materials for class activities.
- Additional tasks as requested by administration.
- Paraprofessionals with an education degree and/or certification will function as a substitute for teachers as needed.

Reports to: Principal

Job Qualifications

- High school diploma required.
- Degree and/or certification in elementary education preferred.
- Experience in child care/academic setting preferred.
- ESL and Special Education background a plus.

This is a Full Time, 10 month position offering Benefit package including Medical, Dental, and Vision. Salary \$24,000 -30,000 dependent on level of college degree.

Acts 24, 31, 68, 114 and 151 clearances and Physical and TB test on PA State Standard form will be required to be completed prior to the first day of employment.

To be considered for an interview the following documents must be submitted:

- Department of Human Services Child Abuse History Clearance
- PA State Police Request for Criminal Records Check
- Federal Criminal History Record Information

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The following documents will be required prior to the first day of employment:

- Physical Examination completed within one year on the PA State Standard form.
- TB test results completed by a doctor on the PA State Standard form.

Please visit our website and apply online at: <https://www.artsacademyecs.org/>