



**THE HARVEST NETWORK OF SCHOOLS**  
Harvest Preparatory School/Best Academy/Mastery School

**Paraprofessional-Extended School Year (ESY)**

**Position Reports to: Special Education Coordinator**

**Position Description:**

The role of the paraprofessional is to provide additional support in the Harvest Network of Schools classrooms where children with pre-diagnosed moderate to severe disabilities are enrolled. The paraprofessional's goal is to assist in providing a well-organized, smooth functioning classroom environment in which all children can take full advantage of the instructional program and available resource materials.

**Duties and Responsibilities:**

- Assist the Lead Teacher with instructing and supervising children in classroom activities, especially those children identified as having a moderate to severe disability.
- Work with individual children or small groups of children to reinforce new skills initially introduced by the teacher.
- Assist the Lead Teacher in devising and implementing special strategies for reinforcing skills based on the special needs and abilities of each child.
- Assist with critical daily activities such as classroom transition times, mealtimes and toileting.
- Utilize appropriate language, interactions and positive discipline and model positive behavior
- Implement age appropriate activities that support the Harvest Network of Schools.
- Assist with field trips or day trips such as neighborhood walks under the supervision of the Lead Teacher.
- Continuously monitor children to ensure safety at all times, and report child abuse and neglect.

**Minimum Qualifications:**

- High school diploma or GED
- 1 or more years of experience working with students who have learning or physical disabilities and behavioral or emotional deficits
- Strong organizational skills and the ability to prioritize
- Strong and professional work ethic
- Prior experience showing an ability to remain calm, caring and open-minded

**Preferred Qualifications:**

- 60+ college credits, Associate's degree or have received a passing score on the paraprofessional test