

Three Rivers Montessori Charter School
District 4266-07
17267 Yale Street NW
Elk River, MN 55330
763-595-1213



Three Rivers Montessori Charter School Special Education Paraprofessional Job Description

School Mission: Empowering students to reach their full potential through authentic Montessori learning.

Position: Special Education Paraprofessional

Rate: \$16-18/hr.

Reports to: Special Education Teacher and School Leader

Employment Type: Full-time

Hours: Monday through Friday, approximately 7:30am-3:00pm

Summary: Special education paraprofessionals assist students with special needs under the direction of a certified teacher. Paraprofessionals work primarily in a push in environment and sometimes an inclusionary setting (i.e. least restrictive environment).

Duties and Responsibilities:

- Assist students in achieving academic success
- Behavior support
- Assist students with personal care
- Help students achieve social integration in the general education classroom
- Collaborate with Special Education and General Education Teachers as well as related service staff
- Any and all other duties as may be assigned per the TRM Staff Handbook and Evaluation Plan or requested by the School Leader

Required Qualifications: High School Diploma

Preferred Qualifications: At least one year of experience working with children

Environmental Considerations: May be exposed to all weather conditions and might be required to work in various temperatures within the facility and outside.

Cognitive Considerations:

- Must be able to follow directions and perform work activities as assigned by the Director of the program
- Must be able to work closely with co-workers and other employees and set an example for the participants

- Ability to use good judgment and effective problem solving skills

Psychological Considerations: The paraprofessional must resolve differences and problems that arise with patrons and employees. The worker may also have to work under stressful situations when first aid or CPR is required. In addition, Special Education paraprofessionals agree to maintain cardio-pulmonary resuscitation (CPR) and basic first aid certification, know the school emergency procedures, and perform other duties not specifically stated as directed by teachers or the school's Director.

Start Date: ASAP

Application Procedure: Send resume and a brief description of your interest in the position to admin@threeriversmontessori.org.

Posted: 12/14/21

Application Deadline: Open until filled

Three Rivers Montessori Charter School is an Equal Opportunity Employer and strongly supports a diverse and inclusive workplace.