



CONTINUOUS VACANCY

Substitute Paraprofessional

The Gogebic-Ontonagon ISD is always accepting applications for substitute paraprofessionals/independence facilitators to assist in the supervision, care, and instruction of students with special needs. Our paraprofessionals/independence facilitators work under the supervision of a licensed teacher to directly or indirectly assist and support students with significant academic, social/emotional, and/or behavioral needs.

ESSENTIAL DUTIES AND RESPONSIBILITIES (*Other duties may be assigned*):

Substitute paraprofessionals work under the direct supervision of the teacher and provide support in the following manner:

- Provide direct support to students in classrooms and other educational settings.
- Assist students with activities of daily living such as toileting, feeding, and personal hygiene as needed.
- Implement individualized educational programs (IEPs) and behavior intervention plans (BIPs) as directed by special education staff.
- Reinforce lessons taught by teachers by working with individual students or small groups.
- Assist with classroom management and behavior reinforcement strategies to create a positive learning environment.
- Ensure the safety and well-being of students during instructional and non-instructional periods.
- Provide supervision and support during transitions between classes, activities, and school environments, possibly including student transportation to and from school via bus or van.
- Collaborate with teachers, therapists, and other educational professionals to support student learning goals.
- Uphold ethical standards and confidentiality guidelines related to student information and interactions.
- Demonstrate professionalism, empathy, and patience when working with students with special needs.
- Maintain a positive and supportive attitude towards students, colleagues, and the school community.

This list does not include all duties performed by individuals in this position but rather provides some examples of the types of duties most often performed.

SKILLS AND QUALIFICATIONS: Ability to maintain composure under stressful conditions. Ability to develop effective working relationships with students, staff, and the school community. Communicate clearly and concisely, both orally and in writing. Must demonstrate a willingness to accept pertinent job responsibilities when new paraprofessionals are assigned. Must be able to maintain confidentiality.

EDUCATION/EXPERIENCE:

- **REQUIRED:** Minimum education of high school diploma or GED
- **PREFERRED:** Complete at least two years of study at an institution of higher education (60 semester hours); **or** obtain an associate's degree (or higher); **or** passing score of 460 on the ETS Parapro Assessment or a passing score on the MTTC-Professional Readiness Exam or Basic Skills Test

Compensation: \$17 per hour

Reports to: Principal, Center-Based Programs

Employment Status: Non-Union

Supervisory Responsibilities: No

Interested individuals should submit materials including, at a minimum, a letter of interest and copies of transcripts to:

Shelby Walters
Executive Assistant to the Superintendent
Gogebic-Ontonagon Intermediate School District
200 South Elm Street; PO Box 20
Ewen, Michigan 49925

Electronic submissions can be emailed to swalters@goisd.org

This is a continuous posting, and applications will be accepted on an ongoing basis.

Questions regarding this position may be directed to Alexandra Boetto in the Special Education Department at aboetto@goisd.org or 906-575-3438, ext. 303.

The candidate for this position must pass a fingerprint-based criminal history background check.

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.