

BOARD OF REGENTS STATE OF IOWA

REGENT MERIT SYSTEM

Class Title: Para-Educator

Class Code: 7742

Pay Grade: 407

GENERAL CLASS DESCRIPTION:

Works under the general supervision of professional personnel who are appropriately authorized to provide direct services in the same area where the paraprofessional provides assistive services.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

1. Supports a safe, positive teaching and learning environment.
2. Assists in the physical and intellectual development of students.
3. Supports the social, emotional, and behavioral development of children.
4. Establishes positive and productive relations with children, families, and colleagues.
5. Integrates the technology needed to support student learning.
6. Practices ethical and professional standards of conduct on an ongoing basis.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Knowledge of behavior strategies.
2. Knowledge of disabilities.
3. Knowledge of principles of child development.
4. Knowledge of abuse reporting mandates.
5. Ability to communicate effectively orally and in writing.
6. Ability to learn forms of communication appropriate for the population served such as Braille, sign language, and other adaptives.
7. Ability to be a positive role model for students.
8. Ability to lift, transfer, and position students as needed using safe and effective techniques.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.

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MINIMUM ELIGIBILITY REQUIREMENTS:

For paraeducators working primarily in a school / residential setting with students who are blind or visually impaired, completion of a 32 semester hour program in Disability Services or a related field including coursework in behavior management and psychology.

For paraeducators working in other settings, State of Iowa Paraeducators certificate or 2 years equivalent post-secondary coursework in education, psychology, or related area of study is required.

REVISION EFFECTIVE: December 1, 2007

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