



## **Title 1 Paraprofessional Job Description**

Position: Title 1 Paraprofessional

Hours: Monday-Thursday (26 hours per week)

Rate: \$11.00 per hour

Contact Person: Aaron Robison 801-722-8037, [arobison@americanleadership.net](mailto:arobison@americanleadership.net)

General Description:

The Title 1 Paraprofessional will perform duties under the supervision of the Title 1 coordinator. The roll of the Title1 Paraprofessional is to assist in the remedial education of elementary students in the areas of reading and mathematics.

Responsibilities Unique to this Position:

Maintain Title 1 instructional materials

Frequently assess students

Track student data

Daily tutoring of math and/or language arts

Administer computer assessments and computer based educational strategies

Education, Experience, Skills Required:

Applicants must have a minimum of 60 semester hours or have passed the Para Educator Praxis Pro, a degree is preferred

Demonstrated ability to communicate verbally and in writing in English is required

Demonstrated ability to work with computer programs is required

Demonstrated ability to perform basic math functions and basic record keeping tasks is required

Demonstrated ability to use basic office equipment