

**Columbia School District #400**  
**755 Maple Street**  
**Burbank, WA 99323**  
**509-547-9393 • FAX 509-546-0603**

### **Job Posting**

**Position:**                   **Bilingual Paraprofessional – 6 hours**

**Opening date:** February 17, 2010                   **Closing date:** February 24, 2010

**Location:**                   Columbia High School

### **Qualifications:**

1. High School Diploma/equivalent required.
2. Be deemed Highly Qualified per NCLB Requirements. To be highly qualified you must meet one of the following requirements:
  - AA degree
  - 72 approved quarter credits or
  - Passing score on Para Pro assessment (Para pro assessment can be taken upon application, but must be passed prior to being hired.)
3. Valid first aid and CPR card desired.
4. Successful experience in assisting with children in the past 5 years.
5. Demonstrated knowledge of developmentally appropriate practices.
6. Physical stamina as required to keep pace with students of various abilities.
7. Strong writing abilities, demonstrating competency in Standard English format and conventions.
8. Demonstrated experience with computers.
9. Possess skills able to fulfill listed job description.
10. Satisfactory evaluations and reference checks
11. Evidence of successful experience in working with children of various economic backgrounds and minority groups.
12. Spanish bilingual skills preferred.

### **Job Description:**

The paraprofessional will provide individual assistance to students and support classroom teachers in providing educational program support for students. The classrooms will have several bilingual and/or migrant children who are at various stages of academic progress. Some children will also have specific learning disabilities. Additional duties may include but not be limited to supervision during passing time, before or after school, playground or lunchroom supervision.

### **The successful candidate shall:**

- \* Provide appropriate assessment for students under the direction of the teacher.
- \* Implement appropriate instructional strategies for students in conjunction with classroom teacher
- \* Take initiative to implement activities or help with classroom preparation
- \* Assist students with goals and objectives that facilitate and measure student growth.
- \* Maintain proper records and facilitate the necessary paperwork and forms as required by law and district policy under teacher direction.
- \* Be flexible to the demands of the position and work closely with classroom teacher in assisting the needs of secondary children both in and outside of the classroom.
- \* Work with students in an enthusiastic, supportive, and consistent manner.
- \* Adhere to and maintain confidentiality in accordance with the law and District policy.
- \* Communicate effectively with students, staff and parents of students regarding any support needed.

**The candidate must demonstrate these attitudes:**

- \* The strength of the team works for the best interest of the student.
- \* Conflict resolution and problem-solving skills utilized to meet the best interest of the students and program when in unstructured physical play time.
- \* The fundamental belief that all students can learn.
- \* Supportive and active participation in meeting individual, classroom, building and district goals.

**Application Procedure:**

Interested candidates should send applications to: Columbia School District  
755 Maple St  
Burbank, WA 99323  
Attention: Margo Roberts

A complete application packet will include:

A letter of interest for the position  
Completed District application  
Resume of qualifications including references

All hires are conditional on passing the FBI fingerprinting/criminal history background check. People of disability may request reasonable accommodation. The District is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, or disability. Inquiries may be made at the District office.