

Job Opening Announcement & Job Description



MIGRANT EDUCATION PROGRAM SUMMER INTERSESSION PARAEDUCATOR (Temporary Position)

Supervisor: Associate Director of Student Success and Learning and Migrant Education Program Summer Lead Teacher	Division: Migrant Education Program Location/Assignment: Wenatchee, WA
Salary Range: \$16.00 per hour max 80 hours	Conditions of work: 4 hours per day, 9:30 am to 1:30 pm, 3 days per week for June 11, 2019, through July 18, 2019. <i>non-exempt position</i>

GENERAL DESCRIPTION:

This position is a rare opportunity to join an exciting team. The regional Educational Service District 171 (ESD 171) is seeking a dynamic team player interested in making an impact in the lives of district staff as the Migrant Summer School Paraeducator for School Districts within our ESD region. This position is based in Wenatchee, Washington serving the Monitor Seasonal Farmworker Camp. The Migrant Program Summer Intersession Paraeducators assist with instructional delivery of hands-on science activities at the Science Exploration Center as part of student activities in the seasonal farmworker camp located in Monitor WA. The Science Exploration Center is the Migrant Education component of student services provided in the camp. Other services are provided by various community agencies and partners. The instruction consists of 30-60-minute activities that focus on science exploration, active learning and academic communication. Students learn in multi-age settings with one lesson each day targeted toward preschool through first grade, and one lesson targeted toward second through fifth grade. The curriculum specialist at North Central ESD and the Lead Teacher develop these activities. Paraeducators assist the lead teacher and support students.

Qualifications: Required:

- Experience working with students in a hands-on learning environment

Preferred:

- Bilingual English/Spanish preferred
- Experience working in a multi-cultural setting
- Experience and interest in active-learning science lessons
- GLAD strategies or other skills in English language acquisition

Skills, Knowledge, and/or Abilities:

- Portrays positive attitude
- Understands and carries out oral and written directions efficiently and effectively
- Ability to work independently under broad organizational guidelines to achieve objectives
- Ability to set priorities, meet deadlines and schedules, deal with frequent interruptions, and work as part of a team
- Strong interpersonal skills demonstrated through the ability to build trusting, collaborative relationships
- Demonstrated excellent verbal and written communication skills
- Exceptionally high commitment to task accomplishment and flexibility in working hours and days

Timeline:

Position opens: April 30, 2019
Position closes: May 17, 2019
Screening & Interviews as soon as possible
Position begins June 1, 2019

Note: Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check.

NCESD is an Equal Opportunity Employer

Responsibilities:

- Assist the lead teacher in working with 30-60 minute hands-on science lessons for preschool and elementary age students. Support students as they explore science concepts, research investigation questions and draw conclusions.
- Support students as in “Maker Space” multi-age activities that allows creative exploration design and engineering.
- Assist with setting up, and storing necessary learning materials.
- Assist with demonstrating, modeling and guiding learning activities.
- Use guided questioning and interactive discourse to probe and expand student.
- Assist with Communicating Science Exploration Center information to community partners in the Monitor Camp.
- Take an active interest in students and encourage their unique creativity and ideas.
- Assist with maintaining attendance records and other participation information.
- Help to create a positive learning environment focused on proactive learning.
- Report concerns to supervisor regarding safety, resources, and instructional needs.

Professional Growth and Responsibilities

- Meets or exceeds performance expectations in the following areas:
 - Competence
 - Quality & Quantity of Work
 - Attitude
 - Flexibility, Innovation & Initiative
 - Cooperation with Supervisor/Director & Peers
 - Demonstrates & Supports Agency Values
- Supports and implements ESD policies, regulations, procedures and administrative directives; demonstrates loyalty to the ESD and other administrators.
- Submits records, reports and assignments promptly and efficiently.
- Deals with obstacles and constraints positively.
- Demonstrates ability to adjust to and use new approaches in the performance of his/her duties.
- Seeks and takes advantage of opportunities for professional growth.
- Maintains dress and appearance appropriate to a professional office setting.
- A new employee is subject to a 180-day probationary period and must be evaluated prior to its end. If work is found to be unsatisfactory, the employee is subject to termination.
- Other duties as assigned by the Superintendent, Associate Director of Student Success and Learning, and/or Migrant Education Program Summer Lead Teacher.

Physical Demands

- Frequent travel within the ESD 171 region. Some overnight travel may be required.
- Extended or flexible hours as necessary.
- Sitting for extended periods of time may be required. Lifts and carries a maximum of 40 pounds. Adequate manual and finger dexterity, hearing, speech, and vision are necessary to perform the essential functions of this position.

Application Procedure:

North Central ESD is accepting applications for this position on-line only. To access our on-line application please click the link below.

All completed packets must be submitted on-line and include:

- **Updated Resume**
- **Cover Letter**
- **Sexual Misconduct Form**

[Click here to apply](#)