



JOB TITLE	DEPARTMENT	REPORTS TO
Career & Technical Education (CTE) Paraprofessional Part-Time	School-Based	Principal

Position No: 53050	Length of Work Year: Part-Time
Salary Schedule: Hourly Rate (C030)	Date Approved: 8/31/26
FSLA: Exempt	Date Revised:

JOB GOAL
To provide instructional support to students in CTE programs under the direct supervision of a highly qualified CTE instructor, assisting students in their successful completion of coursework and preparation for future careers.
MINIMUM QUALIFICATIONS
1. High school diploma or equivalent 2. Sixty (60) hours of college credit or AA/AS 3. Ability to perform the essential functions of the position, as outlined in the job description 4. Successful completion of a physical capacity test specific to the position's requirements
DUTIES AND RESPONSIBILITIES
1. Assist the CTE teacher in reinforcing content and skills introduced in class 2. Work with students individually or in small groups to provide additional support during lab activities and hands-on experiences 3. Prepare classroom and/or lab settings as instructed by the teacher 4. Assist the teacher with simulated learning, field and/or clinical experience 5. Chaperone students in CTE program travel to and from businesses, industries, or post-educational off-campus experiences 6. Provide encouragement and positive reinforcement to CTE students, support an environment conducive to learning 7. Help facilitate communication between students, teachers, and parents Participate in ongoing professional learning activities to increase skills and proficiency related to the CTE assignment.
PHYSICAL DEMAND CLASS:
Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.