



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

Position No: 53050	Length of Work Year: 10 months
Salary Schedule: C03	Date Approved: 11/11/24
FSLA: Non-Exempt	Date Revised:

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. High school diploma or equivalent plus either AA/AS, sixty (60) hours college credit, or a passing score on a rigorous locally identified test. 2. Ability to perform the essential functions of the position, as outlined in the job description 3. Successful completion of a physical capacity test specific to the position's requirements.
DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 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 8. Participate in ongoing professional learning activities to increase skills and proficiency related to the CTE assignment.
PHYSICAL DEMAND CLASS:
Very Heavy (VH) - Frequent lifting and carrying of objects weighing 50- 100 pounds; infrequent lifting and carrying of objects weighing in excess of 100 pounds; Continuous standing and/or walking is required to carry out duties; Occasional walking at a fast pace and/or running may be required.