

Anoka Hennepin Independent School District #11 Position Standard

Paraeducator - ESL

English as a Second Language paras encourage and motivate students in the daily use of the English language as a means of communication.

Essential Functions:

- Assist students with reading skills. Clarifying directions will be a large portion of this position.
- Assist students in written language skills.
- Assist students with vocabulary skills through activities such as action manipulatives, visual aids, action games, and verbal modeling and praise.
- Perform other duties as assigned in support of instructional efforts.

Minimum Qualifications:

- High School Diploma or equivalent.
- Must be physically working in the building.
- Candidates must have completed at least two (2) years of study at an institute of higher education (defined as a minimum of 60 semester or 90 quarter credits) or obtained an associate's degree (or higher) or successfully pass the ParaPro test at time of hire.
- Good communications, interpersonal and recordkeeping skills.
- Ability/desire to work with technology and computers.
- Ability to work cooperatively with students and staff.
- Ability to supervise students
- Ability to take direction.
- Ability to maintain regular attendance, which includes completing an assigned day.
- Must be able to lift a minimum of 25 pounds.
- Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions.

Physical Factors includes:

Constant: walking, pushing, stooping, squatting, repetitive arm, simple grasp, hearing, visual accommodation;

Frequent: lifting waist to chest, lifting below waist, pulling, kneeling, twisting, reaching, tasting/smelling, near vision, midrange vision, depth perception, field of vision;

Occasional: standing, sitting, reclining, lifting above shoulders, carrying, climbing, balancing, crouching, repetitive foot, firm grasp, fingering, feeling, talking, far vision.