Job Title:	Pre-K Paraprofessional	Job	Non-Certified
		Category:	
Status:	Full Time	Date posted:	April 1, 2024
Additional Status		Posting	Until filled
Information:		Expires:	
Salary:	Per Collective Bargaining Agreement		

## **How to Apply:**

Email job application and resume to,

Teri Justus

Principal, Dee-Mack Primary/Junior High School

TJUSTUS@DEEMACK.ORG

## **Job Description**

# **Role and Responsibilities**

- Assist with classroom learning activities.
- Supervise children inside and outside, including, but not limited to, bus duty, recess, field trips, classroom activities, and lunchroom.
- Maintain accurate records, as assigned by the teacher.
- Assist with the assessment and evaluation of learning.
- Assist with the preparation of materials for use in the program.
- Assist and maintain an orderly learning environment.
- Assist with identification of and attention to children's health and hygiene.
- Assist in providing individual and small-group instruction in learning activities.
- Assist in communicating with parents.
- Maintain strict confidentiality of student records and data.
- Participate in professional development.
- Perform other incidental tasks consistent with the goals and objectives of this position.

### **Qualifications and Education Requirements**

State of Illinois Paraprofessional Licensure

#### **Additional Notes**

Visit www.deemack.org for application materials.