NORTHEASTERN SCHOOL DISTRICT HAS THE FOLLOWING CLASSIFIED OPENINGS:

2 Special Education Paraprofessionals - Full Time
9-12 Building

RESPONSIBILITIES
Assist students with classroom assignments, tests, activities, etc., ensuring students understand all assignments given by the teachers. Assist in developing and maintaining a positive classroom environment to encourage positive behavior from students. Oversee instructional activities as directed by the teacher and monitor results. Implement positive behavior support plan and monitor student progress. Document and report relevant information regarding student progress, behavioral changes, or physical needs to the teacher as required. Maintain communication with the general education classroom teacher and the special education teacher. Perform clerical duties such as copying, typing, filing and etc. Ensure a safe environment conducive to learning. Assist students to appropriate classrooms; assist students on field trips and community based instruction. Attend in-service programs and maintain Highly Qualified Status (HQT) per Pennsylvania Department of Education (PDE) requirements. Perform other duties as assigned by the Special Education Teacher.

QUALIFICATIONS
Prefer Highly Qualified Statues per PDE regulations. High School Diploma or equivalent is necessary. Previous experience with special needs students preferred. Submission of pre employment medical examination (Section 148 of the Pennsylvania School Code). Submission of a report of criminal history record from the Pennsylvania State Police (Section 111 of the Pennsylvania School Code) and FBI Criminal History Record. Submission of a clearance report from the Pennsylvania Department of Public Welfare in accordance with Act 151 of 1994. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

APPLICATION DEADLINE: Posted Until Filled

Send letter of interest, resumé, and application to: Human Resources, Northeastern School District, 41 Harding Street, Manchester, PA 17345. Do not staple packets. Classified applications are located on our webpage under Our District, Employment.

It is the policy of Northeastern School District not to discriminate on the basis of race, color, national origin, sex, employment practices, as required by Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title VI of the Civil Rights Act of 1964. Inquiries regarding compliance with any of these statutes may be directed to the Superintendent, Compliance Director, Northeastern School District, Administrative Center, 41 Harding Street, Manchester, PA 17345, 717-266-3667.

NORTHEASTERN SCHOOL DISTRICT
STACEY A. SIDLE, SUPERINTENDENT
RANDI B. PAYNE, ASSISTANT SUPERINTENDENT
BRIAN K. GELLER, DIRECTOR OF OPERATIONS

NORTHEASTERN SCHOOL DISTRICT
ADDRESS: ADMINISTRATIVE CENTER, 41 HARDING STREET, MANCHESTER, PENNSYLVANIA 17345
PHONE: 717-266-3667 FAX: 717-266-5792

The Bobcat Way: A Strategic Direction for Northeastern School District
100% of our students will graduate and be fully prepared for a post-secondary education.