



## **Paraprofessional: One to One Student Aide Job Description**

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**Job Title: Paraprofessional: One to One Student Aide for 3rd grade student**

**Job status:** Part-Time 8:00 - 2:00 pm Mondays, Wednesdays, Fridays.

**Reports to: Classroom Teachers and Parents of the student**

**Starting Date:** August 24, 2026 - June 1, 2027

**Salary:** hourly rate starting at 21.00. Private Pay - Parents of this student will pay the employee.

**I. Purpose:** The purpose of the Student Aide is to support the needs of a student in need of one on one social interaction / behavioral support.

### **II. Qualifications and Requirements**

**Education Level: High School Diploma, interest in Education as a career**

### **III. Essential Functions/Skills:**

- A. Willing to take direction from teaching staff
- B. Observe and support various classroom lessons
- D. Assist student as needed
- E. Attend and observe lessons given by Intervention Specialists
- F. Collaborate with the teaching team, Intervention Specialists and with administration
- G. Demonstrate professional relationships with all students, staff
- H. Willingness to learn best practices regarding social interaction / behavioral support
- I. Attend any "special" classes (art, religion, music, spanish, gym, swim, farmessori) and provide support as needed.
- J. Willing to complete background checks (FBI, BCI, Safe Parish), Safe Parish training and stay current with Safe Parish quarterly bulletins.
- K. Willing to work with school administrator to attain a one year paraprofessional license.

**IV. Physical Requirements:** Constant hand-eye and mind eye coordination, standing and walking. Repetitive motion with wrists, hands and fingers. Frequent bending, carrying, hearing, lifting and stooping. Ability to travel to any and all places where student activities and instruction take place. This may involve several minutes of walking from one part of the campus to the other. In some instances, such as emergencies, this may need to be done at a rapid pace. Access to various locations within the building, may involve climbing stairs or ramps, opening doors, and negotiating

around furniture and tight spaces. Must be able to communicate and demonstrate basic competence in health care, especially in the care of diabetes, asthma and allergies.

**V. Working Conditions:** Job requires ability to sit and or stand for long periods of time as well as stooping and squatting. Possible exposure to communicable diseases, blood, bodily tissue and fluids. Work is conducted in a controlled comfortable indoor environment and typically ranging weather in outdoor environment.

**VII. Other Skills:** Kindness, respect of others, no drama

Note: The above statements are intended to describe the general nature and level of work performed by a person in this position. They are not construed as an exhaustive list of all duties that may be performed in this position. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities at any time.

*Please submit a resume, cover letter, statement of educational philosophy, and three professional references to Patty Normile [pnormile@mercymontessori.org](mailto:pnormile@mercymontessori.org)*

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