



## **Announcing the Search for SPECIAL EDUCATION PARAPROFESSIONAL**

Berkshire Arts & Technology (BART) Charter Public School is a nationally recognized, award-winning, college-preparatory, public middle and high school located in Adams, Massachusetts. As the only charter public school in Berkshire County, it is consistently ranked among the top schools in Massachusetts for student academic achievement and growth.

Committed to preparing its students for college and a lifetime of learning, BART is a community of nearly 400 curious and creative students, devoted and innovative teachers and staff members, and families dedicated to the success of their children. The student body is diverse, each member with an important personal story. The School is built around a central makerspace, and its academic program comprises an intense academic core curriculum enriched by elective courses in the arts and technology. Students have numerous opportunities to pursue independent creative and scholarly projects. Before they graduate, BART students must pass college courses, take and pass collegiate-skills courses each year, complete an internship within the region, and participate in a rigorous program of mock interviews, portfolio presentations, and annual science fairs.

At BART, we believe diversity strengthens our community. We believe that recruiting, supporting, and retaining a diverse faculty and staff is essential to providing an excellent and representative education for our students. We support equity through representative hiring practices and welcome applications from members of communities that have historically not been represented in teaching and leadership positions in Berkshire County schools.

### **POSITION SUMMARY**

For the position of Paraprofessional, we seek an individual who will work as a member of cross-disciplinary teams to implement a college-preparatory, standards-based curriculum that integrates the arts and technology. The position is a 10.5 month position (mid-August through June) with compensation that is competitive with the local market.

BART paraprofessionals are skillful educators, and:

- Welcome the challenge of being a paraprofessional in an organization committed to excellence;

- Believe that data-driven instruction within a standards-based curriculum is a powerful way to educate students;
- Believe that all students, regardless of their abilities, should leave high school with refined skills and be prepared for college;
- Model themselves as continuous learners to students, parents, peers, and supervisors;
- Collaborate effectively with others on curriculum, instruction, and assessment; and
- Believe in creating a consistent environment throughout the School for discipline, classroom management, and classroom routines.

## **EXPECTATIONS**

Paraprofessionals should perform all duties as appropriately requested by their supervisor, including the following:

### Instructional Responsibilities

- Assist individual students in performing activities initiated by teachers;
- Assist in monitoring supplementary work and independent study;
- Reinforce learning in small groups or individually while the teacher works with other students; Observe learning difficulties of students, chart their progress, and report findings to the special education teacher and classroom teacher;
- Carry out tutoring designed by the classroom or special education teacher;
- Provide assistance with individualized program materials;
- Implement accommodations as outlined in students' IEPs; and
- Contribute to team process by providing data and anecdotal information prior to team meetings.

### Behavioral Management Responsibilities

- Play a focused role in supporting, reinforcing, and advancing the educational experience of students with behavioral, social emotional, and academic needs;
- Provide individualized assistance and instruction to students through one-on-one or small group activities in order to maximize student learning in general education classrooms; and
- Collaborate with the Student Support Team to implement behavioral plans.

### Monitoring and Supervision Duties

- Supervise students in the hallways, lunchroom, library, outside, or on field trips;
- Assist the classroom teacher and/or special education teacher with crisis problems and behavior management;
- Proctor MCAS and all other assessments, as needed; and
- Fill in as a substitute teacher for classroom teachers who are absent.

## **QUALIFICATIONS**

- Two years of college education or more preferred
- At least two years of classroom experience or equivalent experience is preferred
- Experience working with students exhibiting challenging behavior
- A strong commitment to working with students in a professional manner

- Comfort in handling emotional and behavioral issues
- A team player
- Commitment to the success of all children
- Demonstrated success in collaborative work environments

Those who can see themselves in the role of Special Education Paraprofessional at BART Charter Public School should send via email a résumé, cover letter and full contact information for three professional references to *employment@bartcharter.org*. The cover letter should be addressed to BART's Executive Director, Dr. James White. Review of completed applications will begin immediately and will continue until the position is filled.

BART Charter Public School is an equal opportunity employer. BART does not discriminate in admission to, access to, treatment in, or employment in its services, programs or activities, on the basis of race, color, religion, national origin, sex, disability, sexual orientation, gender identity, those experiencing homelessness, or age. For more information about BART and its programs, please visit [www.bartcharter.org](http://www.bartcharter.org).