



Job Title	Paraprofessional
Reports To	Executive Director, Teacher and/or Special Education Teacher
Supervises	None
Status	Full-Time, Non-Exempt

Effective for the 2022-2023 School Year

Position Summary:

To provide and support individualized learning programs to meet the unique needs of each student, while maintaining a high standard of academics and cultivating a sense of respect, responsibility and community.

Duties and Responsibilities:

- Understanding of MN State Standards and MN Academic benchmarks and key concepts in developmentally appropriate learning areas and applying strategies and concepts as directed by teachers
- Support the school-adopted curriculum and coherent lessons to maximize the student's potential for learning essential skills and knowledge.
- Provide on-site support to child care programs.
- Assist Spero Academy in continuing development of curriculum, assessment, and adaptation of curriculum and instruction.
- Clearly demonstrate and model personal characteristics that Spero Academy expects of its students such as; Respect, Honesty, Responsibility, Empathy, Manners, and Trust.
- Provide a psychologically and physically safe environment for students.
- Provide a warm, caring, nurturing, and stable learning environment.
- Carry out job responsibilities in a manner consistent with the values and beliefs of Spero Academy.
- Be a positive influence in the day-to-day activities of the team, act with integrity, showing respect to coworkers and students.
- Participate actively in the scheduled team meetings.
- Communicate effectively and clearly with students, staff, and, when appropriate, parents. Define clear expectations for students and other Spero Academy staff members.
- Maintain personal accountability for actions.
- Work with all staff members of Spero Academy including teachers, therapists, other professionals, board, and administration as a team player in working with students and families.
- Comply with state, local, federal laws and understands the laws related to confidentiality

Knowledge, Skills and Abilities:

- Proficient in the field and maintains this proficiency through training, establishing personal and professional goals, research, and understanding of the current educational practice.
- Ability to work with diverse individuals
- Proven ability to work effectively with others
- Knowledge of and ability to develop resources to support Spero Academy's mission as a fully inclusive school setting
- Knowledge of and relationship with community resources for parents

- Demonstrate skills in problem-solving and decision-making.
- Ability to achieve and maintain the status of “not disqualified” upon completion of criminal background checks
- Ability to sit and work at a computer for extended periods of time
- Ability to lift up to 50 pounds on occasion or move quickly to contain a student

BIPOC, Veterans, LBGTQIA2S+, and People with Disabilities are encouraged to apply.

This position description is not intended to describe, in detail, the multitude of tasks that may be assigned, but rather to give the employee a general sense of the responsibilities and expectations of their position. As the nature of business demands change, so too, may the essential functions of this position.

*Send resume and district application to:
Human Resources, Attention Krystan Holzthum
hr@spero.academy
Spero Academy
2701 California Street NE, Minneapolis, MN 55418*

**District application can be found at: <http://www.spero.academy/>
EOE/AA**