

## Paraprofessional

**SCHOOL NAME:** The Pelham Academy for Academics and Community Engagement

**District:** 11

**School Site:**

**Send Cover Letter and resume to:** [pelhamacademy@gmail.com](mailto:pelhamacademy@gmail.com)

**Deadline to apply:** April 27, 2009

### **POSITIONS:**

Subject to sufficient budget, positions in the school may include, but not be limited to, the following license:

Paraprofessional

### **DESCRIPTION:**

The Pelham Academy for Academics and Community Engagement is a community middle school committed to providing a range of opportunities, resources and supports geared toward the academic, social and emotional development of all learners. By combining a rigorous academic curriculum with critical social and emotional supports, enduring family engagement and a scaffolded service learning component, our students are equipped with an array of knowledge and skills that will enable them to be viable at a college preparatory high school and beyond. *We are preparing for life* is our motto and what guides our practice. Our staff is driven by the unwavering understanding that all students can achieve at high levels. We work as part of a learning community that consists of students, teachers, faculty, parents and the community to ensure that our students get what they need to compete and succeed during this time of great uncertainty. We are looking to enhance our community with individuals of like mind who are inspired by our vision and mission and are motivated by the thought of preparing urban youth for life after middle school. **School staff is encouraged to attend summer retreat and participate in after school tutoring programs (Compensation according to the UFT contract and advance notice will be provided. Staff participation in this activity is voluntary, but strongly encouraged, as it is very important to the development of the school)**

### **ELIGIBILITY REQUIREMENTS:**

New York City certification with satisfactory ratings

### **DUTIES AND RESPONSIBILITIES:**

Roles in small schools are varied and complex and serious consideration will be given to applicants who demonstrate through their resume, cover letter and references the readiness to commit to our vision of a community school that supports the academic, social and emotional development of all learners and the experience and willingness to become involved in the following vital aspects of our school culture:

- Collaborating in an inter-disciplinary planning team – working with teachers to insure an integrated curriculum and a student centered environment.

### **SELECTION CRITERIA:**

The successful candidate will demonstrate:

- Satisfactory rating and exemplary record of attendance and punctuality.
- Ability to assist the teacher in incorporating reading and writing strategies in student's daily lessons

- Ability to assist teacher in incorporating mathematical and scientific strategies in student's daily lessons
- Ability to assist teacher in incorporating study skills and organizational strategies in student's daily lessons
- Ability to work with classroom teachers to create collaborative learning activities
- Excellent student management skills
- Ability to communicate effectively with colleagues, parents, students, etc
- Ability to work in teams and collaborate and support school wide initiatives to support student engagement and learning.
- Ability to work within a non-traditional school schedule and organization structure that meets the needs of English Language learners and students requiring special education services

In addition to an interview, paraprofessional candidates must present a portfolio with a resume, evidence of philosophy of education, evidence of curriculum co-planning such as course outline and lesson plans, and any artifacts collected throughout professional career working with students. These may include student work, images of student work and presentations, and curriculum development examples. Applicants must provide professional references.

### **WORK SCHEDULE AND SALARY**

As per Collective Bargaining Agreement