

PARAPROFESSIONAL VACANCY CIRCULAR

School Name: Samara Community School

District: 12

School Site: Clara Barton School Campus, 1550 Vyse Avenue, Bronx, NY 10450

Send Cover Letter and Resume to: info@samaracommunityschool.org

POSITIONS

Paraprofessional (bilingual Spanish preferred)

DESCRIPTION

Samara Community School's mission is to develop compassionate, bi-literate and bi-cultural individuals who with problem-solving skills and creativity are able excel in our global community. Our children collaborate and learn through hands-on experience and explorations, all the while gaining knowledge in the content area, including the arts. Our community of learners understands the importance of a dual language education and is committed to every aspect of the process in achieving bilingualism. Our community embraces our core values of kindness, working together and asking questions and seeks to make the learning environment one that encompasses these values. Our students learn through project-based experiences and explorations both in the classroom and in the community.

We are looking for individuals who strongly value dual language education and exhibit our three core values. We are a school with a strong emphasis on arts, individualized education, integrated students and weave our families' experiences into the curriculum and believe they are an integral part of the learning process. We are looking for members of our school community who share the same vision for our small community-setting school.

A 10-day summer planning institute will offer an essential opportunity for staff to be involved in developing the school's culture and instructional program. Because we believe that all staff members play an important role in the education of our students, the school will offer opportunities for paraprofessionals to participate in activities like:

- After school and/or Saturday tutoring, enrichment, sports, arts, and family programs
- In-house school committees and/or special programs.

Advance notice of dates will be supplied, and those who participate will be compensated according to the terms of the UFT contract. Staff participation in these activities is voluntary, although strongly encouraged, as they are very important to the development of the school.

ELIGIBILITY REQUIREMENTS

UFT Paraprofessionals hired after 2004 must have a Level 1 NYSED Teaching Assistant Certificate.

UFT Paraprofessionals hired before 2004 currently on DOE payroll are eligible for this position.

DUTIES AND RESPONSIBILITIES

Because roles in small schools are varied and complex, serious consideration will be given to applicants who demonstrate in their resume and cover letter experience and/or willingness to commit to the school's mission and core beliefs and to become involved in these essential aspects:

- Working within a non-traditional school schedule and organization structure that meets the needs of English Language learners and students requiring special education services
- Supporting students in the classroom

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- Contributing to student observation and documentation files
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- Collaborating with individual teachers and teacher teams to provide targeted, small group and one-on-one instructional support to students
- Working with teachers to implement an integrated curriculum and student-centered environment
- Collaborating with teachers to create a learning environment where students' emotional and social needs are met through conflict resolution, peer mediation, collaborative learning, team building activities, etc.
- Seeking professional growth experiences, and contributing to the professional growth of colleagues

SELECTION CRITERIA

The successful candidate will demonstrate:

- Willingness to carry out the above duties and responsibilities
- Ability to assist teachers in implementing reading and writing strategies in daily lessons
- Ability to assist teachers in implementing mathematical and scientific strategies in daily lessons
- Ability to assist teachers in implementing study skills and organizational strategies in daily lessons
- Ability to work with classroom teachers to implement collaborative learning activities
- Strong student management skills
- Ability to professionally and effectively communicate orally and in writing with colleagues and students
- Ability to work in teams and collaborate and support school wide initiatives to support student engagement and learning
- Commitment to continuous professional growth (i.e. professional development, formal education, outside reading)
- Ability to assist teachers in all independent, partner, group and whole class projects, work and activities
- Excellent attendance, punctuality and organizational skills

In addition to the cover letter, resume, and interview, applicants must present three references including, if possible, one from a current supervisor. Other references might include a colleague with whom the applicant has collaborated, and/or a professional organization or staff development representative.

WORK SCHEDULE & SALARY

As per Collective Bargaining Agreement