MARTINEZ UNIFIED SCHOOL DISTRICT
Classified Job Description

PARAEDUCATOR BILINGUAL
9 Months/Year

Definition
Under the supervision of a bilingual or classroom teacher, to assist with the instruction of identified limited English speaking and non-English speaking students in the areas of oral English, reading and language arts.

Example of Duties
! Assist the bilingual and classroom teacher with the instruction of individuals and small groups;
! Maintain individual student progress records;
! Assess student deficiencies;
! Assist with the supervision of morning outdoor activities; and
! Perform various other tasks related to the instruction of identified limited English speaking and non-English speaking students in the subject areas of oral English, reading comprehension and language arts.

Desirable Qualifications
Must be fluent in Spanish, or another target language, and English; knowledge of language, grammar, spelling and arithmetic; and some knowledge of a third language.

Ability to:
! Work effectively with limited English speaking students and parents;
! Communicate with non-English speaking students and parents; and
! Speak, read and write Spanish, or another target language, and English fluently.

Experience
Experience in working with school-age children and with families new to the United States.

Education
Completion of the twelfth grade or equivalent.

License
Possession of a valid California Motor Vehicle Operator's License is required.

jobdesc/paraeducator-bilingual   Board approved: 10/03