

Job Announcement

Mississippi Schools for the Deaf and the Blind

[HTTPS://MSDBK12.ORG/NOW-HIRING/](https://msdbk12.org/now-hiring/)



Position Type: *Student Support Services*

Job Title: *ELL Paraprofessional Tutor*

Date Posted: *2/19/2024*

Location: *Mississippi Schools for the Deaf & the Blind/Jackson, MS*

Date Available: *Immediately*

Closing Date: *Until Filled*

Reports to: *Special Services Director*

PURPOSE:

Tutors students identified as English Learners and provides instruction to individuals or small groups; Monitors and reports students' progress; Performs a variety of support functions.

MINIMUM QUALIFICATIONS:

Associate degree or higher

PREFERRED QUALIFICATIONS:

Fluent in American Sign Language (ASL)

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Familiarity with MDE English Learner guidelines
- Tutors individuals or small groups of students, reinforcing and implementing instruction as directed; Maintains records of student progress
- Participates as a member of an instructional team for MS School for the Deaf and MS School for the Blind
- Assists with monitoring and reporting behavior of students according to approved procedures; Reporting progress regarding student performance and behavior
- Assists in overseeing students in various activities
- Assists students by providing proper examples, emotional support, a friendly attitude and general guidance
- Assures the health and safety of students by following health and safety practices and regulations
- Communicates and maintains effective relationships with students, parents, staff and the public
- Understands and follows oral and written directions
- Learns procedures, functions and limitations of assigned duties
- Communicates effectively both orally and in writing
- Learns to apply and explain policies and procedures related to school and program activities
- Be clean, neat and professionally dressed
- Maintains proper care and safe use of district equipment and property
- Adhere to the Mississippi Code of Ethics
- Maintain confidentiality and privacy of all MSDB records
- Assists with performing Special Education IDEA compliance monitoring and reporting within schools
- Ability to assist with compiling and/or drafting information for LAS Links Assessment
- Performs such other tasks and assumes such other responsibilities as may be assigned by the supervisor or superintendent

PLEASE SUBMIT RESUME AND THREE (3) REFERENCES TO JACOB BOWMAN AT HR@MSDBK12.ORG TO APPLY, OR VISIT WWW.MSDBK12.ORG FOR MORE INFORMATION.