



2353 Hassell Rd Suite 110 Hoffman Estates, IL 60169
Ph: 630-283-3221 fax: 630-283-3482

Classroom Assistant

Essential Function: Classroom assistants will be responsible for implementing educational programs, behavior intervention plans, teaching daily life skills, shadowing student(s) in small group settings. A classroom assistant is dedicated in facilitating individualized student goals in the school while simultaneously decreasing maladaptive and dependent behaviors. Position exercises discretion within well-defined guidelines, practices, procedures and confidentiality.

Position reports to: Classroom Teacher and Director of School Operations or Principal.

Salary Range for this position: \$24,000 to \$27,000 per year Nonexempt

Hours are approximately from: 8:15 am to 3:15 pm; 35-40 hours per week

Responsibilities include but are not limited to:

- Monitor and track student behavior as specified on their individualized education program and behavior intervention plans
- Assist in implementation of Professional Crisis Management
- Provide assistance with and create individualized program materials.
- Assist with group educational activities that include student IEP's.
- Conferring and planning with teachers related to IEP objectives and/or modifications, and providing documentation.
- Assist the teacher with implementation of daily lesson plans
- Employ verbal and physical intervention techniques approved by WKS when student becomes a danger to themselves or others
- Preparation of the classroom environment for learning activities.
- Assisting student with physical needs (toileting, eating, dressing as needed).
- Working with audio-visual equipment, computers and/or assistive technology as related to IEP/accommodations & modifications.
- Attend training to develop relevant knowledge and skills.
- Perform other activities as assigned by classroom supervisors and school administrators
- Must adhere to school rules and regulations and follow department policies and procedures.

Physical Requirements:

- Must be able to bend and kneel
- Must be able to lift up to 50 lbs.

Qualifications

- Minimum of a high school diploma and Paraprofessional License
- Bachelor's degree in psychology, education, speech or related field preferred
- Illinois State Board Education Substitute Teacher License preferred
- Experience in educating children with autism or related disorders preferred

The Winston Knolls School encourages and gives full consideration to all applicants for employment. The Winston Knolls School does not discriminate in employment on the basis of race, color, age, religion, gender, sexual orientation, gender identity or expression, national origin, veteran status, disability or genetic information.