

JOB DESCRIPTION: PARAPROFESSIONAL

ABOUT BART CHARTER SCHOOL

Berkshire Arts & Technology Charter Public School (“BART”) is a nationally recognized, award-winning, college-preparatory, public middle and high school located in Adams, Massachusetts. As the only charter school in Berkshire County, it is consistently ranked among the top schools in Massachusetts for student academic achievement and growth.

Committed to its mission to prepare its students for college and a lifetime of learning, BART is a community of 363 curious and creative students, devoted and innovative teachers and staff members, and families dedicated to the success of their children. The student body is richly diverse, each member with an important personal story. The School is built around a makerspace, and its academic program comprises an intense academic core curriculum enriched by ample elective courses in the arts and technology as well as opportunities for students to pursue independent creative and scholarly projects. Before they graduate, BART students must pass courses on college campuses, take and pass collegiate-skills courses each year, complete an internship within the region, and participate in a rigorous program of mock interviews, portfolio presentations, and annual science fairs.

The success enjoyed by BART’s students and the School as a whole results from a school culture characterized by the pursuit of excellence and

- conviction that each student can succeed in college, regardless of background or previous school performance;
- belief that more time for learning, through BART’s longer school day and longer school year, will improve learning;
- an emphasis on effort and reflection as keys to students’ growth; and
- a strong, intimate community with supports in place for all members to reach, to take intellectual chances, and to achieve remarkable things.

POSITION SUMMARY

The Berkshire Arts & Technology Charter School is seeking a qualified paraprofessional who will work in cross-disciplinary teams to implement a college-preparatory standards-based curriculum that integrates the arts and technology. The position is a 10.5 month position (mid-August through June); compensation is competitive with the local market.

BART paraprofessionals must be skillful educators, and:

- Welcome the challenge of being a paraprofessional in a charter school;
- Believe that a standards based curriculum is a powerful way to educate students;
- Believe that all students, regardless of their disabilities, should leave high school with 21st century skills and be prepared for college;

- Model themselves as continuous learners and as professionals to students, parents, colleagues, and supervisor;
- Collaborate effectively with others on issues of school culture, student behaviors, curriculum, instruction and assessment;
- Participate in creating a consistent environment throughout the school for discipline, classroom management and classroom routines.

EXPECTATIONS

Instructional Responsibilities

Paraprofessionals should perform all duties as appropriately requested by their supervisor, including the following:

- Assist individual students in performing activities initiated by teachers;
- Assist in monitoring supplementary work and independent study;
- Reinforce learning in small groups or individually while the teacher works with other students;
- Observe learning difficulties of students, chart progress and report findings to the special education teacher and regular education teacher;
- Carry out tutoring designed by the classroom or special education teacher;
- Provide assistance with individualized program materials;
- Implement accommodations as outlined in students' IEPs;
- Contribute to team process by providing data and anecdotal information prior to annual team meetings.

Behavioral Management Responsibilities

- Play a focused role in supporting, reinforcing, and advancing the educational experience of students with behavioral, social emotional and academic needs;
- Provide individualized assistance and instruction to students through one-on-one or small group activities in order to maximize student learning in general education classrooms;
- Collaborate with the Student Support Team to implement behavioral plans;

Monitoring and Supervision Duties

- Supervise students in the hallways, lunchroom, library, outside, or on field trips;
- Assist the teacher with crisis problems and behavior management;
- Proctor MCAS, PARCC and all other assessments, as needed;
- Fill in as a substitute for teachers who are absent.

QUALIFICATIONS

- Two years of college education or successfully passing the ParaPro test, required
- Baccalaureate preferred
- At least two years of classroom experience or equivalent experience, preferred
- Experience working with students exhibiting challenging behavior

- A strong commitment to working with students in a professional manner
- Comfort in handling emotional and behavioral issues
- A team player
- Commitment to the success of all children
- Demonstrated success in collaborative work environments

Preference will be given to applicants with demonstrated experience and expertise in implementing multi-tiered systems of academic and/or behavioral support.

Please email a resume, cover letter and three references to employment@bartcharter.org addressed to James White, specifying for which position you are applying. Applications will be reviewed as they are received and candidates are encouraged to apply as soon as possible.

BART Charter Public School is an equal opportunity employer. BART does not discriminate in admission to, access to, treatment in, or employment in its services, programs or activities, on the basis of race, color, religion, national origin, sex, disability, sexual orientation, gender identity, homelessness or age.

For more information about BART and its programs, please visit www.bartcharter.org.