



## Job Description for Paraprofessional

---

**Purpose:** The Paraprofessional supports students with academic and behavioral needs through targeted interventions. Working under the Wildcat Learning Lab Director, this role provides small-group and individualized support, helping students access curriculum and grow in a structured, Christ-centered environment. This position partners with classroom teachers to expand the school's ability to meet diverse student needs while increasing instructional effectiveness.

**Reports To:** Wildcat Learning Lab Director

**Supervises:** None

### Essential Job Functions

#### Academic Intervention & Student Support

- Plan and deliver small-group and one-on-one Tier 2 and Tier 3 interventions in literacy and math
- Reinforce classroom instruction using guided strategies
- Support students with learning differences and intervention plans
- Assist with accommodations aligned to ISPs and School Accommodation Plans

#### Progress Monitoring & Collaboration

- Track and communicate student progress
- Align intervention support to individualized student needs to support classroom instruction or ISP goals
- Communicate regularly with the Wildcat Learning Lab Director, classroom teachers, and support staff

#### Behavior, Environment & Supervision

- Support organization, focus, and task completion (executive functioning)
- Reinforce positive behavior and redirect as needed
- Maintain a structured, supportive, Christ-centered setting
- Supervise students during Learning Lab time

#### Qualifications

- Associate's degree, teaching license, or comparable relevant experience preferred
- Experience working with students, especially those with diverse learning needs
- Experience with providing academic interventions and data-informed instruction preferred
- Strong teamwork and communication skills
- Commitment to Lutheran education and alignment with the mission and values of St. Peter's Lutheran School
- A member of St. Peter's Lutheran Church preferred

#### Spiritual Life & Ministry Expectations

- Model a Christ-centered life in word and action
- Support and uphold the teachings and mission of the Lutheran Church—Missouri Synod
- Support and uphold the mission and values of St. Peter's Lutheran School in all interactions
- Encourage a grace-filled, inclusive learning environment that celebrates each child's God-given potential
- Serve with integrity, humility, and a heart for ministry

**Work Environment**

- Employment Status: Part-time Non-Exempt
- Work Schedule: School year schedule with hours as assigned; this position requires flexibility to meet student and school needs

**Performance Evaluation**

- 30-60-90 day review (for new hires)
- Annual performance reviews conducted by supervisor

**Benefits**

- Paid Time Off: Eligibility based on hours worked; refer to schedule of eligibility
- Health Insurance: Eligibility based on hours worked
- Retirement Benefits: Eligibility based on hours worked
- Disability & Survivor Benefits: Eligibility based on hours worked

**Compensation**

- Hourly wage is commensurate with experience in accordance with the unified salary scale of St. Peter's Lutheran Church & School.

This position description is intended to describe the general nature and level of work being performed and is not an exhaustive list of all responsibilities.