



## **METROPOLITAN REGIONAL EDUCATIONAL SERVICE AGENCY**



1870 Teasley Drive, S.E.  
Smyrna, Georgia 30080  
Phone: (770) 432-2404 Fax: (770) 432-6105

### **ANNOUNCEMENT OF VACANCY**

**Date:** March 27, 2023

**Position:** North Metro GNETS Special Education Paraprofessional of students with Emotional Behavioral Disorders and/or Autism Spectrum Disorders

**Location:** **North Metro GNETS - a member of the Georgia Network for Educational and Therapeutic Support**  
Positions may be located in Atlanta Independent School District (APS), Fulton County Public Schools, or Gwinnett County Public Schools.

#### **Minimal Qualifications:**

- High School Diploma or GED required plus 60 semester hours of college credit; OR 90 quarter hours from a technical college; OR pass the Georgia Paraprofessional Assessment test with a minimum score of 475.
- Georgia Paraprofessional Certificate required
- Ability to understand and follow directions
- Excellent communication skills both written and verbal
- Good organizational skills.
- One or more years of experience working with students with disabilities

#### **Preferred Qualification:**

- Classroom experience and/or proven ability to work with children
- Three or more years of experience working with students with Emotional Behavioral Disorders, Autism Spectrum Disorders, and Mental Health Related Issues
- Proficient with technology, data collection, and use
- Crisis Prevention and Restraint Trained

#### **Specific Responsibilities:**

- Assist with providing academic, behavioral, and therapeutic supports serves inclusive of, but not limited to de-escalation, behavioral and therapeutic support services
- Assist with direct instruction of students in content areas
- Assist with instructing students using the Blended Learning/Station Rotation Model
- Assist with the implementation of individual and classroom behavior management plans
- Assist with the implementation of student Individual Education Plans (IEP)
- Assist with data collection
- Assist in the formal and informal assessment of students
- Assist the teacher in the preparation of educational materials for students
- Works individually with students and/or in small groups to help reinforce learning and behavioral goals and objectives
- Assist with all aspects of the daily routine including data collection, PBIS, distributing and collecting supplies, keeping attendance records, and grading quizzes as assigned
- Participates in lunchroom, recess, hall-monitoring, and bus duties
- Assists with preparing and maintaining bulletin boards and other learning centers areas for instruction
- Performs other duties as assigned by the appropriate administrator (ex. Teacher, Lead Teacher, Site Coordinator, GNETS Director, etc.)
- Crisis Prevention and Restraint Training certification is required for all North Metro GNETS employees.
- Ability to carry out student restraint procedures according to guidelines provided in training.
- Ability to lift objects and some running and climbing may be required. Requires ability to lift up to 25 pounds.

- Performs additional duties as assigned by the North Metro GNETS Site Coordinator and North Metro GNETS Director

**Terms of Employment:**

- 186-day (or other) work schedule with competitive salary and benefits compensation package

**Application Deadline:**

- Until filled

**Email your letter of interest, a current resume, a copy of your last evaluation (if available), a completed Metro RESA Job application, contact information for at least three professional references (email address and telephone number), and a copy of your current Georgia Teaching Certificate to:**

Search Committee, North Metro GNETS  
Attention: Dr. Carrie Powell, North Metro GNETS Interim Director  
Email: [carrie.powell@mresa.org](mailto:carrie.powell@mresa.org)

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