

**The Institute for Effective Education
Direct Service Paraprofessional Qualifications**

You are welcome to file an application for employment as a Direct Service Paraprofessional in one of TIEE's schools. In order to be hired, you will also have to pass a group interview as well as the items below that evaluate whether you are qualified for the position.

You must pass a TB test.

You must undergo an FBI fingerprint test as a criminal background check.

You must undergo a brief physical exam by our health provider.

At minimum, you must have a high school diploma and you must provide us a copy.

Your vision must be adequate to supervise students up 30 feet away and read text printed in 24-point font.

Your hearing must be adequate to converse with a student up to six feet away while nearby students engage in a lesson requiring vocal responses.

You must speak loud enough to instruct students who are up to 30 feet away, and must shout loud enough to obtain staff assistance from 200 feet.

You must be physically fit so as to perform the following job functions:

- i. carry instructional materials, not exceeding 15 lbs., up to 75 feet and place the materials on a table;
- ii. reposition a chair while seated in it to establish proper orientation to a table and reposition the chair to stand up;
- iii. rest on knees for 20 minutes in conducting a prone restraint, stand, and walk comfortably; and
- iv. stand from sitting and run for 30 feet to catch a young child.

You must speak, read, and understand English at the level of a high school graduate.

You must display self-control necessary to continue instruction in the presence of a student who is noncompliant and verbalizes offensive language, including offensive things about you.

You must be able to modify your facial expression, voice, posture, and movement as necessary in conducting instruction.

On request and in the presence of a supervisor, you must imitate another individual who is performing an instructionally relevant task.

You must be able to modify immediately your behavior as directed by a supervisor.

You must be willing to be audio taped, video taped, and/or photographed while performing assigned duties without significant deterioration in your performance.