GENERAL INFORMATION

Educational Paraprofessionals, sometimes referred to as teachers' assistants, assist teachers in both instructional and non-instructional tasks. They are hired to support classroom teachers through a variety of tasks that can include direct involvement with students, as well as clerical duties done in advance of or at the conclusion of lessons done with students.

Paraprofessionals may instruct students individually or in group settings, under teachers' direction and guidance. They are often assigned special projects or special areas of instruction, such as computer and learning labs, or working with special needs students. They may provide physical assistance to disabled students, and may be required to assist students with the use of specific equipment related to the students’ disabilities. Other duties might include: conducting group drills, homework checks, preparation of lesson materials and bulletin boards, observing and reporting of behavior and progress, tracking and dispensing authorized student medications, facilitating use of educational technology, supervising the playground or lunchroom, and crossing guard/flanking.

The Associate of Technical Arts in Education Paraprofessional is a two-year career preparation program that provides a specified course of study to prepare students for employment with the public school districts as assistants to certified instructional staff. The curriculum includes a strong academic and general core, as well as cooperative work experience courses for hands-on training. A multi-leveled apprenticeship is included in the program.

This program is not designed for transfer to a university, though some of the courses may be transferable on a course-by-course basis. For university transfer programs in Education, see the guides titled “Elementary Education” “Secondary Education,” and “Early Childhood Education”.

PROGRAM ADVISORS

It is strongly recommended that you contact one of the following advisors, because requirements for this program may change prior to graduation. An advising session is often necessary in order to keep informed of these changes.

♦ Ken White, Gray Wolf 349, 425-388-9498, kwhite@everettcc.edu
♦ Michelle Barnes, Gray Wolf 220, 425-388-9976, mbarnes@everettcc.edu

If no answer is received, call the Division office at 425-388-9387.

GETTING STARTED AT EVCC

Our Enrollment Services Office provides information about application, advising, orientation and registration for new and continuing students. New students must complete entry advising through the Advising Center prior to first quarter registration.

♦ Enrollment Services, Parks Student Union 201, 425-388-9219, admissions@everettcc.edu
♦ Advising Center, Rainier Hall 104, 425-399-9339

CREDIT BY EQUIVALENCY (CBE) OPTION

Up to 20 credits by equivalency can be given for documented work experience covering EDUC 250-256 and five elective credits. See Enrollment Services to obtain the Credit By Equivalency form. School supervisor completes Section A of the form. Submit form to advisor for approval. Submit approved form to Enrollment Services with a $30 evaluation fee and a “Transcript Request Form.”

CAREER OPPORTUNITIES

Numerous jobs exist for education paraprofessionals, and the number will increase as Snohomish County school districts deal with population growth. Generally, starting pay ranges from $11 to $19 an hour. Pay is based on the 9 to 10 month school year. A condition of employment within the school districts of Washington State, and many other states, is a criminal background investigation.

The majority of career opportunities for this field are to be found in either the public or private education sector. Most jobs occur at the elementary level. A significant number of paraprofessionals work to assist special education teachers or with special needs students who are now more commonly mainstreamed into the regular classroom setting. In this capacity, they might be called upon to attend to the student’s physical as well as instructional needs.

Advancement leading to higher pay and more responsibility comes primarily with experience and additional education. Some school districts provide time away from the job or tuition reimbursement so that paraprofessionals can continue their education, sometimes earning a bachelor's degree and teaching certification. In return, people are often required to teach a certain length of time in that school district.

HELPFUL TRAITS

- Knowledge of learning and instructional styles appropriate to grade level and individual students.
- Good reading, writing and math skills.
- Ability to deal with the emotional and mental demands of working with large numbers of children on a daily basis.
- Flexibility, patience, sensitivity, enthusiasm, and creativity.
- Good communication skills for effective working relationships.
- Comfort working with children in a diverse and multi-cultural environment.
- Professional attitudes and behaviors.
- Ability to follow written and oral instructions.

Everett Community College does not discriminate on the basis of race, color, religious belief, sex, marital status, sexual orientation, gender identity or expression, national or ethnic origin, disability, genetic information, veteran status, or age in its programs, activities, or employment. The Chief Diversity and Equity Officer has been designated to handle inquiries regarding nondiscrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at 425-388-9975. This publication is effective FEBRUARY 2019. The College reserves the right to change courses, programs, degrees and requirements. It is the student’s responsibility to be aware of correct information by routinely checking with Enrollment Services and/or the advisors listed in this publication. Requirements applicable to all certificates and degrees are published in the College Catalog. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

For more information, call 425-388-9219, Everett Community College, 2000 Tower Street, Everett, WA 98201, www.everettcc.edu
## Associate in Technical Arts in Education Paraprofessional

This checklist is for Education students interested in earning an ATA in Educational Paraprofessional. This checklist should be submitted with a diploma application to Enrollment Services the quarter before completion. As an ATA degree, some courses can be waived if you have documented experience in the area, but your college credits will still have to total 90 credits. A 2.0 GPA is required. Courses listed with an ampersand in the course number (e.g. ENGL& 101) reflect the Common Course Numbering System. For more information, go to [www.everettcc.edu/ccn](http://www.everettcc.edu/ccn)

Student Name: ____________________________ Advisor Signature: _______________________

Date: ________

☐ COMPLETION of Diversity Course

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### BASIC COMMUNICATIONS SKILLS (10 credits)

- ENGL 098 Introduction to College Writing 5
- CMST 223 Public Speaking for Educators 5

### BASIC QUANTITATIVE SKILLS (5 credits to be determined by you and your advisor. Minimum MATH 91 and 92.)

### COMPUTER PROFICIENCY SKILLS (5 credits or documentation)

- CL 101 Computer Literacy 5

### HUMANITIES (5 credits from the following: CMST& 210; SPAN& 121; ASL 101; ENGL 183D)

### SOCIAL SCIENCE (5 credits)

- EDUC& 202 Introduction to Education 5

### NATURAL SCIENCE (5 credits lab science; RECOMMENDED courses: BIOL 107, NAT S 107; GEOL 107; NUTR& 101)

### CORE REQUIREMENTS I (29 credits)

- PSYC& 100 General Psychology 5
- ECED& 107 Health, Nutrition & Safety 5
- EDUC& 115D Child Development 5
- EDUC& 130 Guiding Behavior 3
- ECE 135 or EDUC& 150D Family Dynamics OR Child, Family, Community 3
- PEHW 201 (or First Aid, CPR certification) Emergency Response 5
- EDUC& 203 Exceptional Child 3

### ADDITIONAL REQUIREMENTS (5 credits)

- ECE 140D Family Culture & Self-concept 5
- ECED& 160 Curriculum Development 5
- PSYC& 200 Lifespan Psychology 5
- PSYC& 220 Abnormal Psychology 5

### PRACTICUM (15 credits; eligible for Credit by Experience; speak with advisor)

- EDUC 250 (Special Services*) Education in Action 3
- EDUC 256 HY1 Education in Action Seminar 2
- EDUC 251 (School Grounds and Lunchroom) Education in Action 3
- EDUC 256 HY2 Education in Action Seminar 2
- EDUC 252 (Health Room Assistant) Education in Action 3
- EDUC 256 HY3 Education in Action Seminar 2

### INDEPENDENT STUDY AND ELECTIVE

- EDUC 299 (independent study with advisor) Student Response 1

TOTAL: 90 (2.0 GPA required)

* Special services such as Regular Ed., English Language Learning ( ELL), Busrider, Noon Duty, Emotional Behavior Disorders (EBD), Self-Contained Programs (SC1 & SC2), Resource Room, Child Specific, Title I and Learning Assisted Programs (LAP) ….. [Revised September, 2014]