



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/flagging.

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 professional core portion of 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
- ◆ Louise Vlastic, Gray Wolf 306, 425-388-9301, lvlastic@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. Though advising is voluntary, all prospective students are invited to contact the Counseling Advising and Career Center (CACC) if they would like to speak one-to-one with an educational planner about getting started.

- ◆ Enrollment Services, Jackson Ctr, 425-388-9219, admissions@everettcc.edu
- ◆ Counseling, Advising and Career Center, Third Floor, Parks, 425-399-9263

CREDIT BY EQUIVALENCY (CBE) OPTION

Up to 20 credits by equivalency can be given for documented work experience covering **EDUC 250-256, EDUC 299** and 10 electives. 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, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, genetic information or status as a disabled or Vietnam era veteran in its programs and activities or employment. The Vice President of Instruction and Student Services has been designated to handle inquires regarding student-related non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9216. The Vice President of Administrative Services/Human Resources has been designated to handle employment-related inquiries regarding the non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9232. This publication is effective **FEBRUARY 2011**. 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

Student Name: _____ Advisor Signature: _____ Date: _____

COMPLETION of Diversity Course

	Where completed/Course Title		Year	Grade
Course Number	Course Title	Credits	Quarter & Year	Grade
BASIC COMMUNICATIONS SKILLS (10 credits)				
ENGL 098	Introduction to College Writing	5	_____	_____
CMST 210	Interpersonal Communication	5	_____	_____
BASIC QUANTITATIVE SKILLS (5 credits to be determined by you and your advisor. Minimum MATH 080)				

COMPUTER PROFICIENCY SKILLS (5 credits or waived with documented proficiency)				
CL 101	Computer Literacy	5	_____	_____
HUMANITIES (5 credits. RECOMMENDED courses: CMST 103; ENGL 183D; SPAN& 121; ASL 101)				

SOCIAL SCIENCE (5 credits)				
EDUC& 202	Introduction to Education	5	_____	_____
NATURAL SCIENCE (5 credits; RECOMMENDED courses: NUTR& 101, BIOL 107, GEOL 107, NAT S 107)				

PROFESSIONAL CORE REQUIREMENTS I (25 credits)				
ECE 125	Health, Safety & Nutrition	3	_____	_____
ECE 135	Family Dynamics	3	_____	_____
EDUC& 115D	Child Development	5	_____	_____
EDUC 124	Home/School/Community	3	_____	_____
EDUC 165	Positive Guidance	3	_____	_____
EDUC& 203	Exceptional Child	3	_____	_____
PSYC& 100	General Psychology	5	_____	_____
PROFESSIONAL CORE REQUIREMENTS II (Choose 5 credits)				
ECE 140D	Family Culture & Self-concept	5	_____	_____
PSYC& 200	Lifespan Psychology	5	_____	_____
PSYC& 220	Abnormal Psychology	5	_____	_____
INTERNSHIP (15 credits; eligible for Credit by Equivalency)				
EDUC 250 (Special Services* Experience)	Education in Action	1	_____	_____
EDUC 251 (Grounds & Lunchroom Experience)	Education in Action	1	_____	_____
EDUC 252 (Health Room Assistant Experience)	Education in Action	1	_____	_____
EDUC 256 (A, B and C)	Education in Action Seminar	6	_____	_____
EDUC 299 (Independent Study)	Student Restraint Training	1	_____	_____
PEHW 201 (waived for ER & CPR certification)	Emergency Response	5	_____	_____
ELECTIVES (10 credits; prerequisites for English and Math allowed; eligible for CBE)				

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 2/02/2011]