

# Barnabas Prep

**Job Title:** Barnabas Prep Paraprofessional

**Revised Date:** June 22, 2021

**Department:** Barnabas Prep

**Reports To:** Lead Professor

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**Purpose:** Under the direction of the Lead Professor, the Barnabas Prep Paraprofessional assists the Lead Professor with all classroom activities and educational needs and serves as a guide in helping Barnabas Prep students achieve independence through daily activities, field trips, and classroom learning. This position is a full-time position. Some nights and weekends may be required.

## **Description of Duties and Responsibilities:**

- Assist in classroom activities under the direction of the Lead Professor.
- Assist Lead Professor in getting materials and equipment ready for class.
- Reinforce lessons by reviewing material one-on-one and in small groups with Barnabas Prep students.
- Assist Barnabas Prep students who need additional help learning a specific concept as needed.
- Assist in the educational and social development of students under the direction and guidance of the Lead Professor.
- Assist Lead Professor in the implementation and monitoring of Individual Goal Plans for students.
- Supervise and provide support to students as needed in between classes, during activities, on designated trips and/or as needed.
- Assist the Lead Professor with maintaining student records, recordkeeping, stocking classroom supplies and other errands.
- Serve as a disciple to our students by modeling a Christ-like lifestyle and shepherding their spiritual growth.
- Work with other members of the Barnabas Prep team to promote spiritual growth and discipleship to students according to the Barnabas Prep mission.

## **Requirements**

- Associate or Bachelor's Degree.
- Ability to work with students who have a wide range of learning, mental, emotional, and physical disabilities.
- Professionalism and acute attention to detail, including with staff, students and parents.
- Must be able to meet deadlines in a fast-paced, quickly changing environment.
- Possess a proactive approach to problem-solving with strong decision-making skills.
- Ability to present information concisely and effectively, both verbally and in writing.
- Consistent and regular attendance.
- Ability to work independently with little supervision.

- Ability to organize and prioritize job responsibilities.
- Follow uniform standards and policies and maintain Barnabas Prep systems and procedures.
- Must be able to pass required background checks including a drug test, Child Protection training, CPR & First Aid Certification (*Class and training funded by Barnabas Prep*).
- Must obtain Class E driver's license 30 days prior to transporting students.
- A desire to treat students with respect and dignity, while maintaining a professional attitude.

#### *Physical Demands*

- Ability to walk a mile over uneven terrain, after dark if necessary.
- Ability to get to remote locations of campus property quickly.
- Visual and auditory ability to identify and respond to emergencies.
- Ability to observe and assess unsanitary or unhealthy conditions.
- Ability to communicate and work with a variety of ages/abilities.
- Ability to lift up to 50 lbs.

#### *Environmental Conditions*

- Ability to work in cold and hot temperatures.
- Ability to work in noisy environments.
- Ability to work in outdoor elements such as precipitation and wind.

#### **About Barnabas Prep**

Barnabas Prep is a two-year faith-based collegiate program designed specifically for young adults with special needs. It is an independent living-learning experience that helps students recognize their strengths and potential, and challenges them to grow into their best selves. To learn more visit [www.barnabasprep.org](http://www.barnabasprep.org).

#### **Barnabas Foundation Statement of Faith**

We believe the scriptures of both the Old and New Testament to be the inspired Word of God and are the supreme and final authority on faith and life. We believe God exists in three persons: Father, Son, and Holy Spirit. We believe man was created in the image of God. Man sinned against God, and the wages of sin is death, resulting in both physical and spiritual separation from God. All human beings are born with a sinful nature and are in need of a Savior. We believe in the resurrection of Jesus Christ into heaven where He serves as our Great High Priest. We believe in the bodily resurrection of the just and the unjust and the everlasting life of the saved and the eternal punishment of the lost.

**TO APPLY FOR THIS POSITION SEND RESUME TO [SANDY@BARNABASPREP.ORG](mailto:SANDY@BARNABASPREP.ORG).**