

Title I Cluster

Applicants who meet the qualifications as listed below may be screened for any and/or all of the positions in this cluster/group. Documentation must be provided for all declared education, training, and experience including licenses and certificates.

For detailed job descriptions and position requirements, visit our website at www.ccsd.net/jobs.

Position Details

Class Code: 0011

Job Family: Para-Professional/Aides/Assistants

Classification: Support Professional

Terms of Employment: [Pay Grade Varies on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Job Titles:

Title I Instructional Assistant III	(CLASS CODE: 0198)
Title I Instructional Assistant (PE) III	(CLASS CODE: 0180)
Title I Instructional Assistant (LRE) III	(CLASS CODE: 0186)
Title I Specialized Programs Teacher Assistant III	(CLASS CODE: 0158)
Title I Library Assistant III *	(CLASS CODE: 0108)
Title I In-house Suspension Teacher Assistant III	(CLASS CODE: 0168)
Title I Teacher/Family Assistant III **	(CLASS CODE: 0188)

Essential Duties and Responsibilities

Under immediate supervision of a licensed teacher/professional, performs a variety of paraprofessional duties related to classroom instruction.

Hourly Rate of Pay:

Varies based upon position/grade. View the Support Staff General Professional Salary Table Schedule at: <https://ccsd.net/employees/current/employment/salary>

Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Education Development (GED), foreign equivalency, etc.).
2. Minimum of 48 credit hours from an accredited college or university or a passing score on the Education Testing Services (ETS) para-pro assessment.

Licenses and Certifications

Current Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.

Preferred Qualifications

1. Foreign Language (Bilingual Programs).
2. Verified typing score of 35 words per minute net.

Document(s) Required at Time of Application

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.).
2. College transcript(s) from an accredited college or university, if applicable.
3. Current CPR/AED certificate, as identified above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
4. Specific documented evidence of training and experience to satisfy qualifications.

Examples of Assigned Work Areas

Clark County School District schools (health offices, playgrounds, cafeterias, classrooms, locker rooms), etc.

Work Environment

Strength

Sedentary to Heavy - exert force of 10-100 lbs., occasionally/frequently/constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and to maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed materials and online, a Video Display Terminal (VDT) screen, and other monitoring devices.

Environmental Conditions

Climate-controlled office setting with temperatures ranging from mild to moderate cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Furniture, office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

Various computers, printers, typewriters, copy machines, calculators, fax machines, telephones, filing cabinets/equipment, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School

District we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity we have the power to reflect the community we serve.

Job Revision Information

- Revised: 08/08/22
- Created: 11/05/13