

Unit 5  
Roles and Responsibilities of Paraeducators

**Learning Activities**

The following links will connect you to activities that can help you learn more about "Roles and Responsibilities of Paraeducators."

**Activity # 1: "Identify your current roles and responsibilities"**

Step 1. Print this page by clicking on the "Print" button of your browser.

Step 2. Identify your current roles and responsibilities in the following categories as you assist cooperating teachers and special educators in the classroom. Use the table to list your current roles and responsibilities on the left column.

Current Roles and Responsibilities	Supports Needed to Fulfill Roles
Implementing Teacher-Planned Instruction	
Supervising Students	
Clerical/General Duties	
Behavior/ Social Support	
Supporting Individual Students Needs (e.g., personal care)	
Other	

Step 3. Meet with your cooperating teacher and/or special educator and review the left column. Review the roles to ensure you are both in agreement about the scope and appropriateness of your roles. Add or edit the role information in the left column to reflect the discussion.

Step 4. Next, consider each role category and discuss what support is needed to fulfill your role. Use this as an opportunity to improve services to students, improve your skills, and develop better teamwork with the teacher.

#### Activity # 2: "Ask for observation feedback"

Step 1. Schedule times with your special educator or cooperating teacher for them to observe you work with students. Consider selecting a learning activity where you would appreciate some constructive assistance and feedback.

Step 2. Prior to the observation, discuss with the special educator or cooperating teacher what you want them to observe during your work in classroom as you assist students with their learning activities. Together set clear and specific goals in terms of what it is to be observed, what data will be collected, and what types of feedback would be helpful.

Step 3. Soon after the observation is completed, meet at a scheduled time with your observer and discuss your strengths and the areas where you need improvement in meeting student needs. Discuss whether your roles and responsibilities as demonstrated during the classroom work were a match with the students needs.

Step 4. Answer the following questions:

a). Do you think that students needs have been met? If yes, what particular roles and responsibilities contributed to the satisfactory achievement of your goal--meeting students needs? If no, what are the steps you need to follow in order to improve in meeting student needs as you assume your roles and responsibilities as a paraeducator?