

Becoming a PARAEDUCATOR

The LAUSD Paraeducator Career Ladder offers **financial assistance, support, and advisement** to district employees pursuing careers in education.

BECOMING A PARAEDUCATOR

All paraeducators, regardless of job classification, must meet three basic requirements:

- 1 A high school diploma (or equivalency).
- 2 Passage of the District Proficiency Test. For information regarding the District Proficiency Test, call (213) 241-3455.
- 3 Two years of college (60 semester units or 90 quarter units), an AA degree, or passage of the District's Instructional Assistance Test. For more information about this test, go to <http://www.lausd.k12.ca.us/lausd/offices/personnel/class/select/iainfo/testing.htm>

The following are some school programs which provide funding for paraeducator positions and the processes that are common for the employment of paraeducators:

Bilingual and Title I Programs

Bilingual and Title I programs employ Teacher Assistants and each school conducts its own hiring. Jobs are usually for three or six hours per day. In addition to the basic requirements, Teacher Assistants must be enrolled in college and complete a minimum of 12 semester units per year. Bilingual Teacher Assistants need to take a test in the language in which they will provide services. This test is given at the school. Teacher Assistant applicants must be selected by a school before being processed. Once selected, the school arranges for an appointment with the Talent Acquisition and Selection Branch. You can reach the Talent Acquisition and Selection Branch at (213) 241-3455.

Special Education Programs

Special Education programs employ Special Education Trainees, Special Education Assistants, and Health Care Assistants. In addition to the three basic paraeducator requirements, a Special Education Trainee examination is required. Individuals who wish to qualify using the Instructional Assistance Test must also have 600 hours of documented full-time work experience in a school, hospital, or educational program for children with disabilities.

New employees begin in the entry level position as a Special Education Trainee. A Special Education Trainee can promote to Special Education Assistant by fulfilling the following requirements: 130 working days on the job, 12 college semester units in specific courses, a written examination, and a promotional evaluation.

Special Education applicants apply directly to the Talent Acquisition and Selection Branch. Applicants should contact their local Talent Acquisition and Selection Branch to fill out the necessary forms and arrange a time to take the Special Education Exam. Call the Talent Acquisition and Selection Branch at (213) 241-3455.

Early Childhood Education Programs (Pre-K)

Early Childhood Education Programs employ Early Education Center Aides to work with Pre-K children. Hiring is done by the Early Childhood Education Human Resources Division. To obtain a full-time position, a person must first work as a substitute teacher. Call the Early Childhood Education Human Resources Division at (213) 241-2404.

Join



the
Career

Ladder!

Who's Eligible?

The Career Ladder is open to all paraeducators covered by the Local 99 collective bargaining agreements for Bargaining Units F or B.

UNIT F

Teacher's Assistants

UNIT B

Educational Aide
Instructional Assistant
Early Childhood Center Aide
Special Education Trainee
Special Education Assistant
and more

Services Offered

As a Career Ladder member, you are eligible for:

- financial assistance** (partial tuition reimbursement OR scholarship)
- educational advisement**
- reimbursement for **CBEST or CSET preparation** courses
- reimbursement for the **CBEST exam**, and

-**hiring preference** (once you have applied through www.LAUSD.net, met all requirements and are ready to become a teacher)

Contact Info

For more information about the Career Ladder and how to apply, call (213) 241-4571 or check our website at:

www.teachinla.com/ladder