

Sample Tasks for ESOL Paraprofessionals

Below are responsibilities that may be assigned to ESOL paraprofessionals. Note that these are suggestions--each school provides guidelines to paraprofessionals based on needs:

Tasks	Action Steps
Support of Student Learning	<ul style="list-style-type: none">-Assist teachers with developing language goals for their ELLs-Provide assistance to teachers when planning for instruction to ensure differentiation of instruction and implementation of appropriate ELL strategies-Assist teachers in developing alternative assessments for ELLs to ensure comprehension of vocabulary, skills, and content-As needed, conduct data chats regarding ELLs
Support Instruction	<ul style="list-style-type: none">-Utilize district approved curriculum platforms and tools-Provide support to teachers building their own lessons to ensure differentiation of instruction and implementation of appropriate ELL strategies-Assist teachers by developing adapting district created lessons in Canvas-Connect daily with individual or groups of teachers via Microsoft Teams or telephone-Conduct virtual PLCs
Support Families of ELLs	<ul style="list-style-type: none">-Assisting teachers with troubleshooting technology questions by students and families-Provide translation of instructions on teacher developed lessons.-Clarify difficult concepts or content by providing supplemental resource linkages, developing video shorts, etc.-Supporting school sites by assisting with the distribution of technology resources.-Coordinate with your site administrator to assist with home language communications