Let’s Learn about ESPs Coloring Book

ESP School Superheroes: Keeping Students and Schools Safe Learning Poster

ESP: Ensuring Student and School Success Learning Poster

Celebrate ESP Day Learning Poster

ESP: School Superheroes Hand Out Card

ESP: Ensuring Student and School Success Hand Out Card

To place an order, email esp.program@nea.org. Please include the contact and mailing information, the exact title of the publications you are requesting, quantities, and the required date of delivery. P.O. Boxes are not accepted.
<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESP Job Family Brochures</td>
<td>Seventy-five percent of us live in the communities where we work! Sixty-six percent have taken college courses. This 10-part series of tri-fold brochures gives data and statistics about ESPs and their concerns. It is available in a general overview of all ESP job categories and also for specific job categories.</td>
</tr>
<tr>
<td>Pocket Glossary of Computer Terms from A TO Z</td>
<td>Understanding computer terminology can be daunting, but it needn’t be impossible. When IBM publicly introduced the first mass produced, electric computer, they never would have imagined that computers would advance to what they are today. Computers have morphed from solely data processing machines to highspeed, social-media, desktop publishing, word-processing machines made up of RAM, MHz, GB, MB, microprocessors, output and input devices. This manual is designed to help you successfully sift through the alphabet soup of computer terminology.</td>
</tr>
<tr>
<td>Education Support Professionals and the Common Core State Standards Brochure</td>
<td>The Common Core State Standards are set to transform the American classroom and ESPs must be involved. If you are an Association leader or staff person who needs to get educated on the CCSS, this brochure will tell you what your first steps should be. Tips on how to advocate for yourself, demand a plan, and ask for training are also included. This brochure will available in print and online in the Spring of 2014.</td>
</tr>
<tr>
<td>Making Connections: Engaging Members in Building Community Support</td>
<td>ESPs live where we work and we are valuable community members. This manual lays out an approach and provides tools to develop strong community connections and support for ESPs and the Association. In order to achieve our goals: gaining recognition and respect for the work we do, improve working conditions, protect our jobs against privatization, and ensure fair pay, we must enlist the support of our communities.</td>
</tr>
<tr>
<td>Beat Privatization: A Step-by-Step Crisis Organizing Manual</td>
<td>When a school district is already considering contracting out for services, it’s too late to develop a pro-active anti-privatization campaign. The local must organize and act immediately! When it is necessary to react to a privatization crisis, Beat Privatization provides the tools necessary to organize the reaction into an Offensive Action Plan for the local and its members.</td>
</tr>
<tr>
<td>ESP Organizing: A Tool to Build Strong Locals</td>
<td>This manual for the UniServ Director provides steps and tools to reach five organizing goals: revitalizing the Association, building membership, organizing around an issue, organizing to support bargaining, and organizing for community support.</td>
</tr>
<tr>
<td>Making the Grade? Questions to Ask About School Services Privatization A Publication of In the Public Interest</td>
<td>This guide spells out important questions for decision makers to consider when faced with a proposed privatization effort. Advocates, including ESPs, teachers, parents, and members of the community, can use these questions to ensure that decision makers keep students’ and the broader district’s best interest at the heart of these conversations. While this is not an exhaustive list, it provides a framework for evaluating school services privatization.</td>
</tr>
</tbody>
</table>

To place an order, email esp.program@nea.org. Please include the contact and mailing information, the exact title of the publications you are requesting, quantities, and the required date of delivery. P.O. Boxes are not accepted.
### ESP Perspectives on Bullying

This series is based on findings from NEA’s 2010 Nationwide Study of Bullying: Teachers and ESP Perspectives and the 2012 National ESP Survey. The 4-page Perspectives present data by job category and provides practical tips on what ESPs can do to prevent or intervene in bullying situations.

### ESPs Supporting Our Own: A Manual for ESP Mentoring Programs

This publication is designed to assist ESPs of any job category to create and implement effective mentoring programs. It provides practical ways to mentor ESPs who are new to their jobs or those veteran staffers who might need some extra assistance. The reader is provided templates and adaptable forms needed to begin a mentoring program.

### 2012 NEA ESP Databook: A Workforce and Membership Profile of ESPs

This CD-ROM is a compilation of ESP data and statistics gathered by the NEA Research Department.

### Education Support Professionals: A Quality Workforce

This CD-ROM presents an analysis of state and federal licensing, certification, and training mandates gathered by the NEA Research Department.

### Building the Pyramid: Result-Oriented Job Descriptions (ROJD)

An accurate and meaningful job description is the basis for an employee’s work and job security. This manual is designed for use by local Association leaders, members and staff to introduce a new approach for defining the work that ESPs do. This approach enables ESPs in a school district to develop and write their own job descriptions. Sample results-oriented job descriptions are given for each job category.

### Results-Oriented Job Descriptions: How Paraeducators Help Students Achieve

This manual outlines the process by which these new job descriptions can be written. The process benefits more than just the individual paraeducator; it also strengthens the local association and creates a new understanding in the community of the role paraeducators play in building quality public education.

### Paraeducator Resources

How to Prepare for the ETS ParaProfessional Assessment: Review and Practice & Paraeducators and IDEA 20014

### Building Winning Teams Within the School Community

This manual was created to address the need for better understanding, communication, and collaboration among all members of the school community. The program is designed to be used by state affiliates to facilitate building stronger educational teams at the local level. By working together as a team, the school community can create a safer learning environment, help close achievement gaps, and build stronger learning communities.

To place an order, email esp.program@nea.org. Please include the contact and mailing information, the exact title of the publications you are requesting, quantities, and the required date of delivery. P.O. Boxes are not accepted.
Stepping Up to the Plate: A Training Guide for Emerging Leaders

This NEA training guide can be used as a resource for existing leaders or as a training program to help prepare potential leaders for their leadership roles in the state and local associations. The program can be used as a two-day training session or a series of independent workshops. It is divided into three main sections: NEA History and Governance Structure; Leadership Roles and Responsibilities; Membership Recruitment and Development.

Exclusive NEA Member Benefits Programs for ESPs

As an NEA member, you’re eligible to apply for a full range of exclusive NEA Member Benefits programs. You’ll find these benefits described in this flyer, specifically designed for our ESP members.

NEA Educators Employment Liability (EEL) Program for ESPs

The EEL program is a professional liability insurance program which NEA provides as a benefit of membership. The program is totally dues-funded; members pay NO separate fee. It is designed to protect Association members from personal financial liability for most incidents arising out of their educational employment activities or duties. This brochure, specifically written for ESP members, gives an overview of the program.

Updated! Guide to Celebrate National Education Support Professionals Day

This booklet, which is a guide to celebrating National ESP Day, provides ideas and sample documents to jumpstart National ESP Day activities. National ESP Day is a time to strengthen support and respect for Education Support Professionals. National ESP Day is the Wednesday of American Education Week, which is always celebrated the first full week before Thanksgiving, so the actual date varies from year to year.

Repetitive Stress Injuries Handbook

This handbook is designed to help you recognize workplace stress and hazards and the methods that can be used to correct them. Acting alone, with your co-workers, and with your association representatives, you can apply ergonomics in your workplace. You can customize your job, tools, and workstation, even the way you do your job, to some degree. It’s the employer’s responsibility to make changes in the workplace that will protect your health and safety. This handbook should help you make the case that the changes are necessary.

Publications and resources relevant to ESPs are also available from the NEA Health Information Network. Please visit www.neahin.org/educator-resources

To place an order, email esp.program@nea.org. Please include the contact and mailing information, the exact title of the publications you are requesting, quantities, and the required date of delivery. P.O. Boxes are not accepted.