

BEHAVIOR INTERVENTION PARAPROFESSIONAL**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

1. High School Diploma or equivalent.
2. Applicant must have 32 college credits OR ETS Para Assessment Test with a passing score of 460 or higher.
3. Evidence of emotional maturity and stability necessary for the specialized work involved.
4. Demonstrated aptitude for the work to be performed.
5. Ability to work with staff, students, parents and the public.
6. Able to work one-on-one with physically disabled students which may include lifting physically impaired students as needed.
7. Understand Medicaid note taking and billing procedures as directed by the District Medicaid Secretary.
8. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to: Director of Special Services

Supervises: N/A

Job Goals:

To enable students to derive the fullest possible educational experience from school by providing assistance to students with disabilities.

Essential Duties and Responsibilities:

1. Assists student in individual and small group instruction upon teacher's request.
2. Assists student in moving from one activity to another using techniques and strategies presented by the school-based team.
3. Participates in training/planning meetings with student's school-based team.
4. Carries out activities with student as planned by teacher.
5. Observes and utilizes techniques and strategies used by special education teacher(s) and therapist(s).
6. Assists students with physical needs such as toileting, feeding, mobility, and communication.
7. Monitors and assists special education students in the classroom, restroom, playground, community outings, specialized transportation, etc. for the purpose of ensuring the safety of assigned students.
8. May be assigned to different locations throughout the district as determined by Special Services and the needs of the district's current enrollment in special education services.
9. Maintains the same high standards of ethical behavior and confidentiality of information about students as is expected of fully certified teachers.
10. Builds trust and confidence with students.
11. Maintains calm, quiet, and consistent manner when working with students.
12. Assists in data collection as prescribed by school-based team based upon IEP goals.

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13. Assists with set-up of classroom and prepares materials for specialized instructional activities.
14. Follows appropriate protocol when reporting student incidents/behavior to immediate supervisor.
15. Has regular and predictable attendance.

Other Duties and Responsibilities:

Performs all other duties as assigned.

Terms of Employment:

This position shall be considered in all respects “employment at will” and the employee is subject to discharge by the District at any time without cause. The “employment period” and other descriptions and terms set forth in this job description shall not create a property right in the employee, and such are set forth only to advise the employee of when and what type of services will be required by the District so long as employment continues.

An employee working in this position shall, at all times, be subject to the direction of the persons to whom said employee has primary responsibility or said person’s designee(s), and at all times shall be subject to the rules, regulations and policies of the District as promulgated by the Board of Trustees. Each employee shall be held responsible for having knowledge of said School District rules, regulations and policies.

This position will be up to 7 hours per day; up to 177 days per year. Work hours to be established by the Director of Special Services. Salary placement will be determined by the Paraprofessional & Aide Salary Schedule, as adopted by the Board of Trustees. All terms of employment may be subject to change, as recommended by administrative staff or as directed by the Board of Trustees.

Evaluation:

Performance of this position will be evaluated annually by the Director of Special Services in accordance with the board’s policy on the evaluation of classified personnel.

Physical Demands/Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear; sit; stand; walk; have sufficient hand, arm and finger dexterity; reach with hands and arms; stoop, kneel, crouch, or crawl; lift and/or move students (with assistance), push a wheelchair, and lift or move up to 25 pounds, and on occasion, be required to lift heavier weights with assistance.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderate but can on occasions be loud. The employee may occasionally be exposed to outdoor weather.

Reviewed 08/09 Revised 08/09
06/12
05/15
02/25

NOTES:

All certificated and non-certificated employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.

Legal Reference: I.C. § 33-512 Governance of Schools
I.C. § 33-1210 Information on Past Job Performance