



## Aide – Early Childhood Special Education - ECC

### **General Statement of Responsibilities:**

To assist the teacher in maintaining appropriate classroom activities and environment in order that students may learn effectively.

### **Responsibilities:**

- Assist movement of students in wheelchairs
- Supervise daily follow-up activities of physically handicapped students as planned and monitored by physical therapist and/or occupational therapist
- Provide instructional assistance, under the direct supervision of a teacher, to individuals and/or groups of students with disabilities
- Work closely with the teacher to provide adequate supervision and appropriate individual instruction for students with special needs by following a daily schedule
- Implement modifications for classroom instruction under direction of the teacher
- Keep accurate data on children with disabilities under supervision of the teacher
- Establish and maintain professional working relationships with administrators, teachers, students and fellow paraprofessionals
- Comply with state school law, TEA regulations and district directives
- Assist students with physical needs and personal care including feeding, bathroom needs, transfers, and personal hygiene
- Help manage the behavior of assigned students as directed by the teacher and/or determined in a Behavior Intervention Plan. This may include intervention in crisis situations
- Assume responsibility for learning and adapting to each student's special medical, physical, communication and emotional needs
- Help supervise students throughout school day, inside and outside the classroom. This may include lunchroom, bus, morning, breakfast and playground duty
- Perform other duties and responsibilities as assigned by principal, department chair and/or teacher providing supervision

### **Mental Demands/Physical Demands/Environmental Factors:**

- **Tools/Equipment Used:** Standard office equipment including computer and peripherals
- **Posture:** Frequent sitting, kneeling/squatting, bending/stooping, pushing/pulling, and twisting
- **Motion:** Frequent walking, grasping/squeezing, wrist flexion/extension
- **Lifting:** Regular light lifting and carrying (less than 15 pounds), occasional heavy lifting (45 pounds or more) and positioning of students with physical disabilities; controlling behavior through physical restraint; assisting non-ambulatory students
- **Environment:** Exposure to biological hazards, bacteria, and communicable diseases; may require districtwide travel to multiple work locations as assigned
- **Mental Demands:** Work with frequent interruptions; maintain emotional control under stress



**Qualifications:**

- In/Out of District
- High School Diploma or G.E.D.
- Para Test Certificate or minimum of 48 academic semester hours of college level course work
- Valid Texas Educational Aide Certificate (Can be obtained once hired)
- Demonstrate interest in and aptitude for work to be performed
- Such additional qualifications as the Board may find appropriate and acceptable

**Other Information:** Fingerprinting: All potential candidates must adhere to and meet the requirements set forth in **Texas Education Code (TEC), Chapter 22, Subchapter C prior to employment.**

**Apply To:** Applicants are required to complete an online application at [www.dpisd.org](http://www.dpisd.org) and must attach/or mail a copy of the high school diploma/GED, showing a minimum of 48 college hours, transcripts and resume to the Human Resources Department.

**Start Date:** Effective the 2025-2026 School Year

**Salary:** 2025-26 Paraprofessional Instructional Hiring Schedule Pay Grade 2

**Days:** 183

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties and skills that may be required.

I have read and understand the responsibilities and duties of this position as outlined above.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date