

TRIAD COMMUNITY UNIT SCHOOL DISTRICT # 2
JOB DESCRIPTION

POSITION TITLE: Aide, Special Education Program

CONTRACT PERIOD: Salary and work year to be established by the Board of Education

REPORTS TO: Teacher

POSITION SUMMARY: To provide opportunities for the teacher to attend to the individual needs of the students; assisting students with disabilities with achieving goals with personal care and mobility.

ESSENTIAL FUNCTIONS:

- Provides instruction, under the supervision of the teacher, to the students in a variety of individual and group activities (i.e. academic subjects, social skills, daily living skills, giving oral tests, etc.) for the purpose of reinforcing instructional objectives, implementing IEP plans, and ensuring students' success in school.
- Lift, move, and operate adaptive equipment. Assist students with personal care tasks, including but not limited to; clothing, hygiene, diapering, toileting, and wash-up routines.
- Assist students with mobility needs such as, lifting and positioning students, lifting in and out of wheelchairs; loading and unloading on the bus; transporting students in and around the school and on field trips.

JOB RESPONSIBILITIES:

- Provide programmed practice activities and repetitions as developed by teacher or other professional.
- Adapts classroom activities, assignments and/or materials under the direction of the supervising teacher for the purpose of supporting and reinforcing classroom objectives.
- Reads to students, listens to students read, and participates in other forms of oral communication with students.
- Assists students by enabling them to access their electronic communicators, switches, pointers, etc. for the purpose of ensuring equipment is hooked up properly and functioning properly.
- Monitors students during assigned periods within a variety of school environments (e.g. lunch, bus stops, playground, classroom, restroom, field trips, public transportation, assemblies, kitchen, etc.) for the purpose of maintaining a safe and positive learning environment.
- Operates equipment used in the classroom for instructional purposes.
- Assists with students in the library.
- Applies and removes physical therapy appliances as instructed (body braces, leg braces, etc) for the purpose of ensuring the student has the proper equipment according to the IEP plan.
- Maintains the same high level of ethical behavior and confidentiality of information about students as is expected of fully licensed teachers.
- Attends meetings and in-service presentations (e.g. first aid, CPR, emergency procedures, behavior management, CPI, IEPs, etc.) for the purpose of acquiring and/or conveying information relative to job functions.
- Accepts responsibility for student supervision.
- Performs other duties and assumes such other responsibilities as the teacher(s) may assign in accordance with the ESP Contract.

QUALIFICATIONS:

1. Demonstrated interest in and aptitude for work to be performed.
2. Meet, or exceed, state requirements.
3. Significant standing; some walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Must have the ability to lift 60 lbs throughout the work day.