



Job Description

POSITION CODE: 976
Classified Group: CSEA
Salary Range: 14
Work Days: 206
Page 1 of 2

POSITION TITLE: IA —Orthopedic/Visually Impaired

DEFINITION: Under general supervision, assists a teacher or other certificated staff in providing instruction and care to students with orthopedic and/or visual impairments and learning challenges.

DIRECTLY RESPONSIBLE TO: Site Administrator or Designee

SUPERVISION OVER: N/A

DUTIES AND RESPONSIBILITIES: (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class).

1. Assists in transporting students to and from buses while teaching independent mobility and assisting with walkers, pushing wheelchairs, pulling wagon, or students unable to walk.
2. Instructs students in self-care skills (i.e. toilet training, brushing teeth, washing hands, dressing, holding glass, use of eating utensils, and social skills, etc.).
3. Assists students in a variety of gross motor activities per student impairment (i.e. climbing, balancing, walking, rolling, crawling, and using tricycle or skates, etc.).
4. May supervise students in cafeteria and on playground.
5. Assists other staff with the positioning and repositioning of students frequently (i.e. placing them in therapeutic equipment, etc.) under the direction of the teacher.
6. Assists students with clothing, possessions or personal care (i.e. feeding, washing, and toileting, etc.).
7. Cleans children lacking control by changing diapers and/or clothing.
8. Works with groups and individual students in a variety of areas such as sensory stimulation, language development, number concepts, visual perception, basic reading and math, art projects, and music.
9. Assists in keeping study areas attractive and orderly.
10. May participate in the development of individual goals for student progress.
11. May assist the assigned classroom teacher(s) in maintaining classroom discipline.
12. Maintains classroom routine for short periods of time when teacher is not present.
13. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Experience working with groups of children; experience working with impaired children or adults highly desirable; coursework in child development highly desirable.

Knowledge, Skills, and Abilities:

- Ability to use a variety of student assistance devices
- Ability to work effectively with all levels of district staff, parents, and students
- Ability to understand and follow verbal and written instructions
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community
- Ability to work independently, with minimum direction, and make decisions within the framework of established guidelines

- Ability to adapt to individual needs of students and teachers, and work with interruptions
- Ability to understand and relate to the needs of exceptional children
- Ability to effectively supervise students
- Ability to use correct English speech and language patterns
- Ability to maintain records, and maintain a confidentiality of privileged information obtained in the course of work
- Ability to remain calm in stressful situations
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

- Indoor classroom and outdoor environment
- Moderate noise

Typical Physical Characteristics: (with or without use of aids; consideration will be given to reasonable accommodation).

- Communicate to exchange information in person, with small groups, and/or on the telephone
- Lift or move adaptive equipment, objects, and students with assistance
- Inspect documents and other written materials with fine print
- Move about schools and facilities to conduct work, including walking, kneeling, crouching, and remaining in a stationary position for long periods of time
- Operate office equipment requiring repetitive hand movement and fine coordination
- Maneuver students in and out of vehicles and transport students in wheelchairs

Hazards:

- Exposure to and contact with blood and other bodily fluids
- Exposure to students who could possibly exhibit aggressive behaviors

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved: 9/12/2017
Adopted: 9/23/1980
Revised: 8/24/2017