

BRIEF DESCRIPTION OF POSITION:

The Paraeducator V – Behaviorist works under the direct supervision of the Director of SPED, the Assistant Principal aligned to SPED and the SPED teachers. Assists classroom teachers in providing instruction to behaviorally challenged individuals or small groups of students; monitors, redirects and modifies student progress regarding inappropriate behaviors and performance; assists in meeting special needs which may include feeding and toileting students; administers Intensive Behavior Intervention programs to identified special education students.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- a. Assists in providing instruction to behaviorally challenged individuals or small groups of students.
- b. Administers one-to-one Intensive Behavior Intervention to students in a school or home setting; participates in Intensive Behavior Intervention in-services.
- c. Collects data and records anecdotal student progress notes; maintains behavioral charting data.
- d. Monitors and assists special education students in prescribed learning activities.
- e. Monitors, observes and reports behavior of students according to approved procedures; reports progress regarding student performance and behavior.
- f. Communicates with teachers regarding the individual needs of special education students; provides input regarding student progress.
- g. Confers with teachers, as needed, concerning programs and materials to meet student needs.
- h. Assures the health and safety of students by following health and safety practices and regulations.
- i. Assists students with personal hygiene; washes hands and faces; monitors individual toilet training schedules; toilets students and changes diapers; changes clothing as needed.
- j. Prepares instructional materials, administers and scores tests and drills; reviews data and reports concerns.
- k. Administers First Aid and CPR as needed to students with chronic and acute medical conditions.
- l. Performs a variety of clerical duties according to established guidelines.
- m. Directs group activities of students as assigned.
- n. Participates in meetings and in-service training programs as assigned.
- o. Performs related tasks as required.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Behavior management and techniques used with special needs populations.
- Intensive Behavior Intervention techniques.
- Child guidance principles and practices, especially as they relate to students with learning disabilities, developmental delays and autistic behavior.
- Basic subjects taught in District schools, including arithmetic, grammar, spelling, language and reading.
- Appropriate developmental skills.
- Safe practices in classroom and playground activities.
- Basic instructional methods and techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Appropriate interpersonal relations using tact, patience and courtesy.

- Basic record-keeping skills.
- Health regulations and safe working methods and procedures.
- Proper lifting techniques.
- District policies, rules and regulations.

Ability to:

- Implement behavior management techniques used with special needs populations.
- Implement training techniques and chart behavior.
- Assist with instructional and related activities of a special education learning environment.
- Understanding the exceptional needs of special education students.
- Monitor and observe student behavior according to approved policies and procedures.
- Develop rapport and relate to students with physical, mental or learning disabilities.
- Perform routine clerical duties such as filing, duplicating and maintaining records.
- Make arithmetic calculations quickly and accurately.
- Meet a rigorous standard of quality and demonstrate, through an assessment, the knowledge and ability to assist in instruction.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Observe health and safety regulations
- Work cooperatively with others.

WORK YEAR:	Paraeducator Work Year (10 months)
WORK DAY:	Monday to Friday, 6 hours per day
EDUCATION:	High School diploma and/or GED (required) 48 College Units and/or an Associate's Degree or the successful completion of the ParaPro test
LICENSES AND OTHER REQUIREMENTS:	Minimum of 14 hours of Applied Behavior Analysis training or Registered Behavior Technician training Valid California Driver's License
SALARY:	Paraeducator V Salary Schedule
BENEFITS:	Medical, dental vision and life insurance (employee contribution)
PHYSICAL CHARACTERISTICS:	Must be able to bend, stoop, reach, lift and stand for prolonged periods; see to read fine print; speak clearly; and hear well enough to communicate effectively to be able to perform all tasks.
WORKING CONDITIONS:	School environment. Exposure to bodily fluids, bloodborne pathogens and infectious diseases as assigned by the position. Contact with dissatisfied or abusive individuals.