

## SCHOOL BOARD OF BRADFORD COUNTY

## JOB DESCRIPTION

**PHYSICAL CARE AIDE****QUALIFICATIONS:**

- (1) High School Diploma or equivalent.
- (2) Two years experience in childcare preferred.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Ability to relate to and work with children and adults in a positive manner. Demonstrate oral and written communication skills. Basic knowledge of technology. Planning and organizational skills. Ability to work cooperatively and collaboratively with colleagues. General knowledge of basic skills (reading, language arts and math). Ability to operate audio-visual equipment. General knowledge of child growth and development.

**REPORTS TO:**

Principal

**JOB GOAL**

To provide students with appropriate social opportunities and assist certified personnel in reaching behavioral goals by performing tasks to support the success of the student(s).

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

- \*(1) Maintain a clean and orderly environment for all students
- \*(2) Maintain a demeanor of flexibility in all situations.
- \*(3) Provide student supervision as required by the teacher or principal.
- \*(4) Participate in training programs as required by the principal.
- \*(5) Utilize classroom management techniques conducive to an effective classroom climate.
- (6) Establish and maintain student checklists and records and other files as required by the teacher and/or principal.
- (7) Maintain good relationships between school and parents.
- \*(8) Use a high level of positive interpersonal skills on the job.
- \*(9) Demonstrate sensitivity to students, parents and community.



**PHYSICAL CARE AIDE (Continued)**

- (10) Perform other incidental tasks consistent with the goals and objectives of this position.

**PHYSICAL REQUIREMENTS:**

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

**TERMS OF EMPLOYMENT:**

Salary and benefits shall be paid consistently with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

\*Essential Performance Responsibilities



**Job Description Supplement Code 2**