

SCHOOL DISTRICT OF BAKER COUNTY

JOB DESCRIPTION

EXCEPTIONAL STUDENT EDUCATION RESOURCE PERSON

QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Possess a working knowledge of community agencies.
- (3) Hold a current Florida Commercial Driver’s License with passenger endorsement.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge and understanding of exceptional education students. Knowledge of and ability to use crisis intervention and prevention techniques. Ability to follow directions and to work as a team member. Knowledge of and ability to use CPR and apply first-aid.

REPORTS TO:

Director, Transportation

<p>JOB GOAL</p> <p>To safely and efficiently schedule and transport designated Exceptional Student Education students.</p>

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Transport designated Exceptional Student Education students to and from school.
- * (2) Transport Exceptional Student Education students to appointments as designated (Physical Therapy, Hope Haven Children’s Clinic, Child Guidance Clinic, doctor’s appointments, etc.).
- * (3) Transport designated Exceptional Student Education students who attend school in Duval County to and from bus garage for transportation to Jacksonville.
- * (4) Schedule pick-up and delivery times for all designated Exceptional Student Education students.
- * (5) Report problems observed in the home to counselors and / or administrators.
- * (6) Become familiar with public and private agencies that can help with particular problems and assist families in obtaining appropriate help.
- * (7) Accompany sick children home from school.
- (8) Perform other related duties assigned by the superintendent or the Director of Exceptional Student Education and Student Services.

26.00

EXCEPTIONAL STUDENT EDUCATION RESOURCE PERSON (Continued)

PHYSICAL REQUIREMENTS:

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

TERMS OF EMPLOYMENT:

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

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 8