Position: Individual Care Aide

Job Summary:
The Special Education Individual Care Aide provides one-on-one support to a specific student with a disability, ensuring the student can access and participate in the school environment safely and successfully. This role includes providing physical, emotional, academic, and behavioral assistance as needed across various school settings. The aide works in close collaboration with the student's educational team to promote independence, implement accommodations, and contribute to the student's progress toward IEP goals.

Qualifications/Minimum Requirements:

1. Hold a paraprofessional letter of approval.
2. Pleasant collaborative personality and maintain a professional appearance.
3. Able to work with and around children.
4. Ability to operate tech equipment.
5. Possess keyboarding skills.
6. Ability to maintain confidentiality.
7. Emotionally and physically able to perform the duties required of the position.
8. Have a good command of the English language (spoken and written).
9. Basic knowledge of first aid and health room procedures.
10. Possess general knowledge of office equipment.

Reports to: Building Principal or Designee

Responsibilities:

1. Provide direct, individualized support to a student with disabilities in alignment with the student's Individualized Education Program (IEP).
2. Assist with physical care tasks such as feeding, toileting, dressing, and mobility as needed to ensure student safety and comfort.
3. Support the student's participation in academic instruction by reinforcing lessons, adapting materials under teacher direction, and helping with organization and task completion.
4. Supervise the student during transitions, lunch, recess, and other non-classroom settings, promoting inclusion and appropriate behavior.
5. Monitor and document student behavior, progress, and needs in collaboration with the teacher and case manager.
6. Assist with the implementation of behavior intervention plans or other specialized strategies as directed by certified staff.
7. Maintain consistent and professional communication with the supervising teacher and student services team.
8. Help the student develop independence and self-advocacy skills to the greatest extent possible.
9. Build a caring, structured, and supportive relationship that contributes to a safe and engaging learning environment.

10. Participate in professional development and staff meetings as required.
11. Support instructional activities by reinforcing lessons, guiding small groups, administering assessments, and performing curriculum-related tasks as directed by the teacher.
12. Foster supportive, professional relationships with students, promoting independence while avoiding excessive emotional reliance.

Terms of Employment: 7 hours per day on typical school days. Alternative duties will be assigned explicitly in collaboration with the building principal and classroom teacher on eLearning days when students attend remotely.

Benefits:

- The O'Fallon Support Personnel Federation Collective Bargaining Agreement outlines the salary and benefits package.
- Professional development opportunities.
- Supportive and collaborative work environment.
- Opportunity to make a positive impact on the lives of students.