

Job Title:	Behavior Technician-Independence Academy	Job Code:	090719
Job Family:	ParaEducator Specialists	FLSA Status:	Non-Exempt
Pay Program:	Classified	Shift Differential:	No
Typical Work Year:	9 months	Pay Range:	G08

SUMMARY: Assist students at Independence Academy by supporting the specialized, academic and behavioral instruction for neurodiverse students. Assist staff in providing high quality academic and behavioral supports, aligned to their Individualized Education Plan and aligned Behavior Intervention Plan.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Job Tasks Descriptions	Frequency	% of Time
1. Provide support at Independence Academy in all classroom and non-classroom settings in order for students to fully participate in class activities. Assisting with a small group of students in specialized programs by tutoring, adapting work and monitoring and enforcing social and acceptable behavior. May assist with administering testing or assessments. Assist instructor with related paperwork. Implement specialized behavioral programs; work directly with staff on progress and Individualized Education Plans (IEP).	D	40%
2. Assist students with special needs in performing daily routines, including getting to and from class and bus stop. Assist with crisis management, affective needs programmatic elements, data collection, and intervention and support behavior plan implementation.	D	40%
3. Support students under the direct supervision of a behavior specialist. Participate in ongoing and regular feedback cycles regarding the implementation of behavioral supports.	D	5%
4. Participate in professional development specific to the implementation of behavioral supports for students including, but not limited to, Registered Behavior Technician training.	D	10%
5. Perform other job-related duties as assigned.	Ongoing	5%
	TOTAL =	100%

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma or equivalent.
- Willingness to work with students with emotional and/or behavioral disabilities, autism, and other disabilities (training opportunities provided).

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Completion Registered Behavior Technician training within six (6) months of hire.
- Criminal background check required for hire.
- Successful completion of a post-offer physical examination is required prior to commencement of job duties.
- CPR and First Aid certifications preferred.
- Universal Precautions training required within (3) months after entering position.
- CPI/Safety Care training certification required within (3) months after entering position.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Demonstrated skill in handling children with disabilities.
- Ability to diffuse and manage volatile and stressful situations with students.
- Ability to maintain confidentiality in all aspects of the job.
- Ability to manage multiple tasks with frequent interruptions.
- Ability to manage multiple priorities.
- Ability to communicate and remain calm in difficult situations.
- Ability to keep up-to-date technically and apply new knowledge to your job. Includes adapting to and mastering new system applications and processes as implemented by the district or department.
- Ability to promote and follow Board of Education policies, District Policies, building and department procedures.

- Ability to engage in effective communication, collaboration, and teamwork with individuals from diverse backgrounds, cultures, and perspectives, while demonstrating respect and appreciation for their differences.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.
- Ability to stay current with district policy, standards, and training in the areas of data quality, data privacy, and cybersecurity with respect to student and staff data, an related information system

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers.
- Operating knowledge of district information technology systems and any other department specific software and equipment required within (2) months after entering position.
- Operating knowledge of and experience with typical office equipment, such as copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	JOB CODE	
Reports to:	SSS Coordinator for Independence Academy	090720	
	POSITION TITLE	# of EMPLOYEES	JOB CODE
Direct reports:	This job has no direct supervisory responsibilities.		

Responsible for supervising the behavior and well-being of students in the classroom, getting on and off the bus, at recess, lunch, and to and from classes.

BUDGET AND/OR RESOURCE RESPONSIBILITY:

None.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit			X	
Use hands and fingers to handle and/or feel			X	
Reach with hands and arms			X	
Climb or balance				
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X
Taste	X			
Smell		X		

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds			X	
51 to 100 pounds		X		
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare		X		
Analyze			X	
Communicate				X
Copy		X		
Coordinate		X		
Instruct				X
Compute			X	
Synthesize		X		
Evaluate		X		
Interpersonal Skills				X
Compile			X	
Negotiate		X		

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts		X		
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions		X		
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very Loud	