

Grass Valley School District

POSITION TITLE:	SPECIALISTS' AIDE – BEHAVIOR SUPPORT
PLACEMENT:	CLASSIFIED SALARY SCHEDULE, POSITION RANGE E – 180 DAY EMPLOYEE
REPORTS TO:	DIRECTOR OF SPECIAL PUPIL SERVICES / SITE PRINCIPALS

BASIC FUNCTION

The Behavior Support Aide is responsible to the Director of Pupil Services and works under the direct supervision of the designated manager(s). A Behavior Support Aide gathers and charts data related to student behavior, models behavior intervention strategies, and assists classroom staff and instructional support staff in the implementation of individual student's Behavior Support Plans (BSP) and Behavior Intervention Plans (BIP) utilizing Applied Behavior Analysis (ABA) methodologies.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to the following:

1. Maintains and updates records related to the development and implementation of student BSPs or BIPs.
2. Collects and charts behavioral data.
3. Provides support to teachers and classroom staff in monitoring individual student behavior.
4. Implements students' BSP's and BIP's in classrooms and other instructional settings.
5. Models the use of ABA methodologies in increasing or decreasing target behaviors.
6. Performs student observations at assigned school sites for the purpose of initial training and ongoing support, including follow-up activities related to data collection.
7. Completes required documentation and reports.
8. Develops, orders, and delivers behavior intervention materials and supplies to classrooms and training sites.
9. Provides direct behavior intervention support in special day classrooms, integrated settings and natural environments.
10. Perform other duties as may be assigned or reasonably be expected.

EDUCATION AND EXPERIENCE

1. High School Diploma or Equivalent.
2. Must pass proficiency exam meeting the requirements of No Child Left Behind. (Requirement waived if individual has an AA degree, has 48 college units or has passed the CBEST)
3. Experience working with special populations within the school setting.
4. Training and/or experience in utilizing specialized instructional techniques such as Applied Behavior Analysis, Discrete trials, Picture Exchange Communication Systems, Treatment and Education of Autistic and related Communication-handicapped Children (TEACCH), and Social Stories is preferred.

CREDENTIALS AND/OR SKILLS AND ABILITIES

1. Knowledge required to model effective ABA strategies within a classroom setting.
2. Knowledge of positive behavior intervention strategies.
3. Skills necessary to adapt materials and strategies based on a student's age and developmental level.
4. Ability to understand and carry out written and oral instructions.
5. Ability to provide constructive feedback and adapt and modify strategies, as necessary.
6. Ability to collect, organize and graph behavioral data.
7. Ability to exercise good judgment.
8. Ability to handle confidential material with discretion.
9. Ability to establish and maintain effective working relationships with county office and district personnel, outside agencies, and parents.
10. Ability to work in settings with limited supervision.
11. Ability to apply skills learned in training to instructional settings

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BEHAVIOR SUPPORT AIDE (CONTINUED)

CERTIFICATE AND CLEARANCE REQUIREMENTS

1. Valid CA Driver's License
2. CPR/First Aide certification within 30 days of employment
3. Professional Assault Crisis Training (ProACT) Certificate within 6 months of employment
4. TB Test (Current within last 4 years)
5. Criminal Justice Fingerprint Clearance

PHYSICAL REQUIREMENTS:

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

1. The usual and customary methods of performing the job's functions requires the following physical demands: May exert 10 to 20 pounds of force frequently to lift, carry, push, pull, or otherwise move objects, some climbing and balancing, some stooping, kneeling, crouching, reaching, handling, fingering and/or feeling
2. This type of work involves sitting most of the time, but will involve walking or standing for extended periods, inside and outside, both day and night.
3. Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.
4. Applicants must be able to speak clearly, hear normal voice conversation, stand, walk, sit, use a computer, use a telephone, work without guidance from supervisor, drive a vehicle.
5. When applicable, facility to determine and differentiate colors.
6. Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

WORK ENVIRONMENT:

- Work is performed in an office or school environment, continuous contact with students, staff and representatives of other agencies.

Grass Valley School District is an equal opportunity employer and prohibits unlawful discrimination and/or harassment of district employees, job applicants, in educational programs and activities based on any legally protected characteristics, actual or perceived, including, but not limited to: race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, sex, sexual orientation, gender, gender identity or gender expression or association with any of the aforementioned protected group statuses. No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability. The Grass Valley School District prohibits sexual harassment and maintains a tobacco-free, drug-free environment. Inquiries regarding the District's nondiscrimination policies may be directed to the Superintendent or designee.

The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

I, _____ have read and received a copy of this job description, and understand that a copy of this job description will become part of my personnel file.

Employee Signature

Date