

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Paraprofessional III - Behavioral

JOB CODE: 4217

DEPARTMENT: Schools

PAY GRADE: 15 (U1)

DATE: 06/10/04

BASIC OBJECTIVES

This is specialized quasi-professional education work assisting with classroom instructional and management activities or in the delivery of educational or community resource services to special students. Work is performed under the general supervision of a Certified Teacher or professional support staff and job incumbent is expected to independently apply job knowledge and skills gained through required training and experience to job assignments and work problems.

JOB TASKS/RESPONSIBILITIES

Assists teachers working with Severely Emotionally Disturbed (SED), Emotionally Handicapped (EH), and Autistic students performing various instructional support tasks in the areas of assignment, utilizing teaching, professional practices and methods and instructional aids associated with the work. Assists teacher in effecting behavioral management/modification programs; supervises individual student in approving "time-out" or "quiet" areas; works with students to achieve individualized plan goals utilizing special techniques; participates in formulating multidisciplinary team decisions regarding plans and strategies and implements them as instructed; assists teacher in maintaining and monitoring the schedule of prescribed medication and observing the effects of medication on behavior and performance; carries out School Board approved physical restraint procedures with students when presenting a danger to self or others; may perform routine clerical tasks/such as typing and filing tests, instructional booklets and other instructional materials; may assist in toileting, feeding and dressing; and performs related work as required or as assigned.

PHYSICAL REQUIREMENTS

This is medium work which requires the following physical activities: reaching, sitting, standing, walking, finger dexterity, lifting, grasping, talking, hearing and visual acuity. The work is performed indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

High school diploma or equivalent certification and at least 90 college semester hours or the equivalent from an accredited college including a combination of at least 30 hours of coursework in education and 15 hours in the appropriate area of exceptional student education. Coursework must be part of a formal program leading towards a Bachelor's degree in education.

Prior revision date(s): 10/31/97, 02/20/01