

# MIAMI-DADE COUNTY PUBLIC SCHOOLS

## JOB DESCRIPTION

CLASS TITLE: Paraprofessional ESE (Therapeutic)

JOB CODE: 4264

DEPARTMENT: Schools

PAY GRADE: P1 (U1)

DATE: 10/9/2023

### BASIC OBJECTIVES

This is varied specialized work aiding with the social, behavioral, physical, occupational and sensory development of student skills and capabilities. Work is performed under the close supervision of a certified teacher or professional support staff and is subject to specific detailed instructions. The incumbent is expected to be familiar with professional methods, techniques, and practices associated with the area of assignment.

### JOB TASKS/RESPONSIBILITIES

1. Assists Teacher and Support Personnel working with students who have physical, medical, behavioral, and sensory impairments, and/or a significant cognitive disability during all indoor and outdoor activities.
2. Performs various support tasks, and utilizes professional practices, appliances and apparatus associated with the area of assignments.
3. Assists professional staff in providing behavioral, functional, motor and language development, and independent living skills development.
4. Assists students to operate, adjust, clean or maintain life skill development appliances and apparatus.
5. Physically assists students to and from vehicles, and treatment or instructional equipment and facilities. Monitors the loading and unloading of school buses.
6. Assists with supervision of students while at playground.
7. Assists with toileting, feeding and dressing.
8. May perform lifting and positioning of students as directed and assists with mobility.
9. May perform routine clerical tasks related to classroom instruction, such as duplicating materials and typing and filing tests, certificates, instructional booklets, and other instructional materials.
10. Completes yearly training for School Board approved physical restraint procedures and carries out the approved procedures with students who have physical restraint on their Social-Emotional Behavior Intervention Plan (SE-BIP) and present a danger to self and others.
11. Assists students with behavior management under the direction of teacher.

12. Works with individuals and small groups of students on learning tasks under the supervision of and using guidelines set by the teacher.
13. Supervises students with disabilities during the student lunch period.
14. Assistance with, or monitoring and assessment of health status, procedures, and/or medication.
15. Performs related duties as required or assigned.

### **PHYSICAL REQUIREMENTS**

This is medium to heavy work which requires the following physical activities: bending, stooping, kneeling, crouching, twisting, reaching, sitting, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, repetitive motions, talking, hearing and visual acuity. The work is performed indoors and outdoors.

### **MINIMUM QUALIFICATION REQUIREMENTS**

1. High school diploma or an equivalent recognized certificate.
2. A passing score on the Para Pro Assessment Test or other officially sanctioned tests, to demonstrate the ability to assist in instructing reading/language arts, and mathematics; or reading readiness, writing readiness and mathematics readiness, as appropriate, is required. Associate degree or 60 college credits completed is preferred.

Prior revision date(s): 05/11/93, 02/20/01, 09/27/02, 5/20/04, 01/22/19