

# MIAMI-DADE COUNTY PUBLIC SCHOOLS

## JOB DESCRIPTION

CLASS TITLE: Paraprofessional II - Behavioral

JOB CODE: 4266

DEPARTMENT: Schools

PAY GRADE: 13 (U1)

DATE: 6/10/04

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### BASIC OBJECTIVES

This is specialized limited 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 teacher or 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 present 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 completion of sixty (60) semester hours of college-level coursework including at least fifteen (15) hours must have been in appropriate area of exceptional student education.

Prior revision date(s): 03/02/93, 02/20/01