

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Paraprofessional I - Behavioral

JOB CODE: 4267

DEPARTMENT: Schools

PAY GRADE: 10 (U1)

DATE: 05/20/04

BASIC OBJECTIVES

This is varied specialized educational work aiding with classroom instructional and management activities, or in the delivery of educational or community resource services for special students. 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 with professional methods, techniques, and practices associated with the areas of assignment.

JOB TASKS/RESPONSIBILITIES

1. Aids teacher working with Severely Emotionally Disturbed (SED), Emotionally Handicapped (EH) and Autistic students, performing various instructional support tasks in the area of assignments and utilizing teaching or professional practices, methods and instructional aids, and appliances and apparatus associated with the work.
2. Aids teacher in effecting behavioral management/modification programs.
3. Supervises individual student in approved "time-out" or "quiet" area.
4. Works with students to achieve individualized planned goals, utilizing special techniques.
5. Implements the decisions of multidisciplinary teams regarding developmental plans, strategies and goals, as directed.
6. Assists teacher in maintaining and monitoring the schedule of prescribed medication and observing the effects of medication on behavior and performance.
7. May perform routine clerical tasks/such as typing and filing tests, instructional booklets and other instructional materials.
8. Carries out School Board approved physical restraint procedures with students who present a danger to self and others.
9. May assist in toileting, feeding and dressing.
10. Performs related duties as required or as assigned.

PHYSICAL REQUIREMENTS

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

MINIMUM QUALIFICATION REQUIREMENTS

1. High school diploma or equivalent certification.
2. Effective January 8, 2002, newly hired personnel must possess an Associate's degree or higher or have completed sixty (60) college semester hours at an accredited institution of higher education. Paraprofessional personnel employed prior to January 8, 2002 will be allowed to obtain the referenced requirements through January 8, 2006.

Prior revision date(s): 03/02/93, 02/20/01, 09/27/02