

BEHAVIOR INTERVENTION ASSISTANT

DEFINITION

Under supervision of the District Program Specialist, administer behavior training to students District-wide; perform independent paraprofessional duties related to regular and special education students with significant behavioral concerns; perform instructional support and follow-up activities; implement behavioral intervention plans designed by District Behavior Specialists; provide training and instruction to entry level instructional assistants; assist Supervisor on organizational and procedural issues; and perform other related duties as required.

EXAMPLES OF DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assists in the development and implementation of behavior intervention plans, and follows-up with individual students; conducts trial intervention and prepares reports.
2. Collects data and maintains records of student's progress in targeted behavior areas.
3. Uses positive reinforcement to assist students in their development and behavior; tutors individual students and small groups with special learning needs to reinforce learning and behavior modification techniques.
4. Works with behavior specialists and teachers on the appropriate guidance and strategies needed to further enhance the student's development.
5. Assists in the instruction of appropriate replacement behaviors to individual students.
6. Assists with training sessions for staff and/or parents.
7. Provides information to Supervisors concerning student progress.
8. Attends in-service training sessions.
9. Prepares specialized training and instructional materials related to individual programs.
10. Designs and implements program modifications.
11. Provides demonstration and instruction to less experienced assistants through modeling and/or shadowing techniques.
12. Maintains a variety of records and files, including confidential student records and information.
13. Attends IEP meetings and presents behavior support plans and additional information as needed.
14. Attends specialized training as required.
15. Operates simple office equipment, including tape recorder, copy machine, fax machine.
16. Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

Basic concepts of child growth and development and developmental behavior characteristics, particularly pertaining to pupils with special learning needs; behavior management strategies and techniques relating to pupils who experience atypical control problems; basic subjects including arithmetic, grammar, spelling and reading; routine record keeping techniques; methods and techniques of report preparation.

Ability to:

Demonstrate understanding, patient, and receptive attitude toward students of varied age groups, particularly those exhibiting special needs; train and provide leadership to other staff members; learn behavior intervention strategies and procedures such as identifying antecedents and consequences of behavior, function of behavior, and replacement behaviors; appropriately manage student behavior and guide students toward more acceptable social behaviors; follow behavioral intervention plans drafted by the District Behavior Specialists;

utilize a variety of instructional materials and procedures to enhance a positive educational environment; communicate effectively in oral and written form; appreciate human diversity; perform simple clerical work and record keeping; operate computers and use software; understand and carry out oral and written instructions; establish and maintain cooperative working relationships; comply with the District's customer service standards, as outlined in Board policy.

Education/Experience:

Any combination equivalent to: Completion of the twelfth grade supplemented by completion of District Behavior Training or equivalent background and experience; and one year of experience working with students with behavioral challenges.

License/Certificate Requirement:

Possession of a valid California Driver's License.

Pass a District proficiency test in English usage, language arts and math or have passed CBEST or have completed two years of college.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a classroom setting with travel between school sites.

Physical: Primary functions require sufficient physical ability and mobility to work in a classroom setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.