

FNSBSD JOB DESCRIPTION	
<i>Job Title:</i> Teacher Aide – Intensive Resource	
<i>Supervisor:</i> Building Principal	<i>Classification:</i> Classified
<i>Days/Months:</i> 194 days/9 months	<i>Grade:</i> 6

General Responsibilities

Assists in the care and tutoring of physically and mentally disabled students.

Example of Duties

1. Attends to students’ physical needs, to include toileting, dress, grooming, and hygiene.
2. Assists in movement of students as needed.
3. Assists teachers and therapists with daily learning tasks and/or motor skills development.
4. Assists in preparation of instructional materials, tutoring, and grading.
5. Assists with meals, recess, and bus duty pertaining to special needs students.
6. May be required to continually monitor and assist with student life support equipment, such as a respirator.
7. Communicates with parents regarding students, as directed by the teacher.
8. May attend to students’ needs in the regular classroom.

If the posted vacancy lists a requirement for signing skills, additional job duties may include:

9. Translates spoken language into sign language for hearing impaired, deaf, or multiply disabled students. Translates sign language into spoken language for students and staff in order for the student to access appropriate classroom information and take part in classroom activities that will enable the student to understand and participate in the educational program.
10. Assists in the care of FM Systems, hearing aids, and other devices that students may require.
11. May require working in several classrooms or buildings.

Equipment Used

Computer, printer, copier, laminator, audio-visual machines.

Independent Decisions

Disciplinary actions when necessary, consistent with classroom rules and students' IEPs.

Primary Working Contacts

Teachers, students, and parents.

Responsibility for Cash, Equipment, Safety

Personal safety of disabled students. Use of specialized equipment for students with special needs.

Supervision Received and Exercised

Given: None.

Received: From principal or teachers.

Unusual Working Conditions

May work with students in wheelchairs, using life support devices, augmentative communication devices, or requiring extensive lifting and total care.

Evaluation

Annual written evaluation.

Qualifications

Must have a high school diploma or equivalent. At least one year's experience with disabled students in a school setting, daycare center, or employment with an agency that provides care to disabled children required. Must have empathy for special needs of disabled children, an understanding of developmental disabilities, and an ability to communicate with physically and mentally disabled students. Must demonstrate proper lifting skills with a physical ability to lift a minimum of 50 pounds regularly. Tutoring skills commensurate with level of assigned student. Courses in child development, CPR certification, and computer skills are preferred.

If the posted vacancy lists a requirement for signing skills, the applicant must at a minimum have completed ASL I and ASL II.