

FNSBSD JOB DESCRIPTION	
<i>Job Title:</i> Teacher Aide – Behavior/Intervention (BIA)	
<i>Supervisor:</i> Building Principal/Administrator	<i>Classification:</i> Classified (ESSA)
<i>Days/Months:</i> 9 months	<i>Grade:</i> 6

Job Summary

Develops positive relationships with school staff and families while monitoring and mentoring at risk students. Facilitates in the presentation of social skills, anger management and conflict resolution to individuals, small groups and classrooms. Assists in development of Functional Behavioral Assessment and helps with Positive Behavioral Support Plan. Conducts formal behavioral observations in all school settings. Takes part in school-wide behavior/intervention programs and teams as needed.

Essential Job Functions

Regularly updates principal and teachers on results of behavioral assessments.

Independently develops positive relationships with school staff while monitoring and mentoring at risk students.

Facilitates in presenting social appropriateness, anger management, and conflict resolution skills to individuals, small groups, and classrooms.

Assists the School Counselor and classroom teacher when requested with lesson presentations and the modeling and role-playing of appropriate social skills. This can take place with students individually, in small groups or the classroom.

Assists in development of Functional Behavioral Assessment and helps with Positive Behavioral Support Plans and their associated assessments.

Assists students with academic work, improvement of social skills, and in complying with positive behavioral support plans.

Processes bus referrals and misconducts as assigned to promote bus safety.

Performs formal behavioral on-task observations in all school settings.

Records daily behavioral data.

Supervises students as assigned by the principal. Examples of this are detention, recess, before/after school, and classroom emergencies.

Provides positive reinforcers or activities to students on a Positive Behavioral Support Plan.

Proctors tests.

Maintains discipline records as assigned, and gives regular written or oral updates to principal as directed.

Communicates diplomatically with parents and staff and calls and/or meets with parents of students as instructed.

Non-Essential Job Functions

Performs other job-related duties as assigned.

Equipment Used

Copy machine, computer, VCR, phone, fax and audio-video equipment.

Independent Decisions

Implements student disciplinary actions under supervision of principal or teacher. Monitors class and individual students when teacher is temporarily occupied with other students.

Primary Working Contacts

Principal, school staff, parents, students and members of the school's behavioral intervention team. Assists and consults with bus drivers on at-risk students. Works with the districtwide trainer of behavioral aides to learn new skills.

Responsibility for Cash, Equipment, Safety

Safety of students under supervision in the classroom and outside the classroom environment, such as during bus, hallway, and cafeteria, field trips and recess duty

Supervision Received and Exercised

None given; receives oral and written instructions from principal and behavior/intervention counselor or school psychologist.

Unusual Working Conditions

Exposure to difficult students with severe behavioral problems. Respond to emergencies and safely restrain students that are a danger to self and others.

Evaluation

Annual written evaluation.

Physical and Mental Demands

The physical demands of this position require frequent standing, walking, sitting, speaking, and hearing. Requires near vision to write and read printed materials and computer screens. Requires hearing and speaking to exchange information on the telephone or in person. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 20 lbs. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Requires sufficient arm, hand, finger dexterity to operate a keyboard and other office equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.

Job Qualifications

The following are required:

1. High school diploma or equivalent.
2. If the position is subject to federally highly qualified requirements, 48 hours of college credit or associates degree will be required.
3. One (1) year of experience working with at-risk students.
4. Must demonstrate an understanding of specialized needs and effective methods of working with at-risk students who may exhibit severe behavioral problems and/or poor social skills.
5. Knowledge of basic reading, math, and curricula areas appropriate for age level of students required in English.
6. Must be able to effectively work with students, including those who are at-risk or who have severe behavioral problems and/or poor social skills.
7. Must possess ability to communicate clearly and consistently with students, staff, and parents; to calm students who are upset or angry, defusing conflict situations; and per district guidelines, to safely restrain out of control students who present a danger to self or others.
8. Ability to maintain a high degree of confidentiality.

The following are preferred:

1. Elementary and/or secondary education training.
2. Successful completion of de-escalation training.

Additional Job Information

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

The Fairbanks North Star Borough School District is an Equal Opportunity Employer.