

FNSBSD JOB DESCRIPTION	
<i>Job Title:</i> Autism Behavior Support Aide (entry level)	
<i>Supervisor:</i> Special Education Coordinator	<i>Classification:</i> Classified (ESSA)
<i>Days/Months:</i> 9 months	<i>Grade:</i> 7

Job Summary

Under the direct supervision of the ABEL teacher, works with students with moderate to severe disabilities on the autism continuum and assists them to access all aspects of the educational environment of the school.

Essential Job Functions

Assists ABEL teacher in the supervision of students diagnosed with autism spectrum disorders and behavior issues that impede the child's education in self-contained or integrated settings.

Accurately maintains data sheets and daily behavioral data and submits to ABEL teacher daily.

Assists in the supervision of children with autism outside the classroom (playground, community settings) environment to help generalize skills, which may include inside and outside environmental conditions.

Training students toward independence.

Implement behavior and reinforcement programs designed by ABEL teacher or behavior specialist.

Reinforce instruction and provide assistance with self-help skills (e.g., feeding, toilet training, diapering, personal hygiene needs/matters, dressing).

Works positively and collaboratively with a wide range of students, school staff and district assigned consultants to ensure an appropriate learning environment.

Actively participates in professional development to maintain and improve professional competence and effectively implements behavior management programs.

Must be able to be trained to implement Crisis Prevention Intervention (CPI).

Non-Essential Job Functions

Performs other job-related duties as assigned.

Equipment Used

A variety of emerging and current technologies used for instruction in the classroom such as the computer, copier, VCR/DVD, iPad, fax/copy machines. Computer software and online resources including word processing, email, internet search engines, and district-approved educational software.

Independent Decisions

Supervises individual students while working in self-contained or integrated settings.

Ability to identify, make decisions and to notify the ABEL teacher or behavior staff concerning possible program changes for continued progress in skills.

Reports promptly on time for work, signing in and out at schools assigned to work.

Appropriate use of travel time.

Primary Working Contacts

All special education department staff involved in the program process for students who experience autism. Principal and school staff relative to students experiencing autism, both in self-contained and integrated settings. Students: individually and/or in small group learning situations.

Responsibility for Cash, Equipment, Safety

Safety of all students.

Supervision Received and Exercised

Receives oral and/or written daily assignments from ABEL teacher or behavior specialist for each individual child or group of students that the aide is assigned.

Unusual Working Conditions

Special needs students may display behaviors, which require appropriate physical contact or safe restraint procedures. Travel among schools as necessary with personal vehicle. Some flexible hours and/or calendar adjustments may be required to support professional development (i.e. workshops, classes). Moving around a classroom or playground environment freely and independently to observe children naturally and unobtrusively. Ability to lift, walk, run, stand, etc. Must be able to remain outside for 30 minutes at 20 degrees below zero.

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 40 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. Moving around a classroom or playground environment freely and independently to observe children naturally and unobtrusively. Ability to lift, walk, run, stand, etc. Must be able to remain outside for 30 minutes at 20 degrees below zero.

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. Must meet the federally highly qualified requirements of either 48 hours of college credit, an associate's degree, or passed the ParaPro Assessment.
3. One (1) year of experience working with special needs students.
4. Must demonstrate an understanding of specialized needs and effective methods of working with autistic students who may exhibit inappropriate and disruptive behavior.
5. Knowledge of basic reading, math, and curricula areas appropriate for age level of students required in English.
6. Must possess the ability to communicate clearly and consistently with students and staff.
7. Must have the ability to safely restrain students who present a danger to self or others.
8. Must be able to be trained to implement Crisis Prevention Intervention (CPI).
9. Valid Alaska driver's license, vehicle insurance and use of personal vehicle.

The following is preferred:

1. Successful completion of training in Applied Behavioral Analysis techniques.

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.