

SAN DIEGO CITY SCHOOLS

POSITION DESCRIPTION

TITLE:	Behavior Support Assistant	REPORTS TO:	Certificated Personnel
DEPARTMENT:	Various sites	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	030 PARA
ISSUED:	May 28, 2002		

BASIC FUNCTION:

Provide assistance to the instructional program in an educational setting; assist in developing and implementing a behavior support plan as described in the Individualized Education Program (IEP).

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. Duties may vary from site to site. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Provide individual or small group support to pupils according to established Individualized Education Programs. **E**

Implement and model alternative communication intervention strategies. **E**

Assist in developing, implementing, and modeling behavior and instructional support plans. **E**

Implement and model social skill development techniques, including social stories, peer facilitation, and peer training. **E**

Train staff, parents, and pupils in specialized instructional strategies and techniques being implemented. **E**

Assist in the preparation and adaptation of instructional materials to enhance student performance. **E**

Gather, compile, and prepare data for statistical and operational reports. **E**

Supervise pupils at assemblies and on field trips, in the lunch or play areas, halls, and grounds. **E**

Participate in staff development programs as directed. **E**

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to one year of experience in behavior support and instructional methodologies. Completion of post high school courses in Psychology, Early Childhood Development, Elementary Education, Special Education, or related field is desirable.

LICENSES AND OTHER REQUIREMENTS:

Personal appearance, grooming, and language patterns which will provide a satisfactory example to pupils.

Some positions may require conversational and written skills in a specific foreign language related to the needs of the assignment.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Instructional methodologies and tutorial procedures and practices for students with pervasive developmental disorders.

Data collection strategies.

Behavioral principles and social interaction facilitation.

ABILITY TO:

Learn structured teaching principles.

Understand and explain the impact of pervasive developmental disorders on learning.

Assist in developing and implementing behavioral support plans and instructional methodologies.

Train staff, parents, and pupils in specialized instructional strategies and techniques.

Prepare and adapt materials to enhance student performance.

Collect and maintain data.

Communicate effectively orally and in writing.

Demonstrate enthusiasm for and interest in the instructional program.

Work harmoniously with the public, pupils, and staff.

WORKING CONDITIONS:

ENVIRONMENT:

Classroom, outdoor, and community settings.

PHYSICAL REQUIREMENTS:

Hearing and speaking to exchange information; seeing to read and prepare instructional materials; standing for extended periods of time; kneeling, squatting, twisting, bending at the waist, and reaching to model behavior; maneuvering pupils; strength and energy sufficient to maintain a rigorous work schedule.

NOTE: Some positions may involve two or more locations requiring travel between sites within the regular workday.

Revised 3/19/04—PeopleSoft

Job Code 6407

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