



TITLE: Preschool Behavioral Support Aide

QUALIFICATIONS:

1. Minimum of high school diploma, associates degree or RBT training preferred
2. Ohio Educational Aide certificate
3. BCI/FBI background check
4. Such alternative to the above qualifications as the OVESC Board find appropriate and acceptable.

RESPONSIBLE TO: Director of preschool, or designee

FUNCTION: Responsible for the development and implementation of behavioral and social skills strategies and/or programs for students with behavioral support needs within preschool classrooms.

RESPONSIBILITIES:

1. Demonstrate a strong foundation in Applied Behavior Analysis.
2. Understand the behavioral characteristics typically associated with Autism, Behavior Disorders, Traumatic Brain Injury, and Intellectual Disabilities, etc.
3. Design and implement multi-faceted behavior interventions
4. Provide social skills instruction to students utilizing research based methodologies and approved district curricula.
5. Participate in the development of Individualized Educational Programs for students, when appropriate
6. Participate in the development of functional behavior assessments and behavior intervention plans to assist teachers in improving student behaviors within the classroom, when appropriate
7. Ability to communicate (written and verbal) effectively with parents and professionals.
8. Understand and work with various support systems available in the community.
9. Understand Special Education regulations including Least Restrictive Environment requirements from the *Ohio Operating Standards for the Education of Children with Disabilities*.
10. Possess excellent interpersonal skills and the ability to handle emotionally charged situations.
11. Possess a basic understanding of educational curriculum and instructional methods.
12. Strive to maintain and improve professional competence.
13. Attend staff meetings and supervisory team meetings as required.
14. Such other duties as assigned by the OVESC Superintendent.

OTHER DUTIES AND RESPONSIBILITIES:

1. Attend training sessions as determined by state or district policies and procedures
2. Attend professional development meetings and in-services as required
3. At the request of the supervisor, attend parent conferences, home visits, or team meetings with school staff,
4. Such other duties as assigned by the OVESC Superintendent.



REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

1. Ability to work effectively with others
2. Ability to work with students with behavioral and/or physical challenges
3. Physically capable to do student transfers as necessary to maintain the care of students in the classroom
4. Ability to communicate ideas and directives clearly and effectively both orally and in writing
5. Effective, active listening skills
6. Organizational and problem solving skills
7. Knowledge of public school policies and practices
8. Basic computer skills
9. Ability to operate various office equipment
10. Ability to learn to operate adaptive equipment

ADDITIONAL WORKING CONDITIONS:

1. Occasional interaction with unruly children
2. Occasional exposure to blood, bodily fluids and tissue
3. Occasional requirement to travel
4. Occasional repetitive hand motion, e.g., computer keyboard, typing, calculator, writing
5. Regular requirement to sit, stand, walk, hear, see, read, speak, reach, stretch with hands and arms, crouch, kneel, climb and stoop
6. Requirement to lift, carry, push and pull various supplies and/or equipment up to a maximum of 50 pounds

TERMS OF EMPLOYMENT: To be determined by the Ohio Valley ESC Superintendent and Board.

EVALUATION: Performance will be evaluated with provisions of the OVESC's policy.

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position. I further certify that I have reviewed the most current copy of the Ohio Valley Educational Service Center Policy Manual.

EMPLOYEE SIGNATURE _____ DATE: _____