

JOB TITLE	DEPARTMENT	REPORTS TO
Exceptional Student Education Paraprofessional	School Based	Classroom Teacher/Principal

Position No: 52050	Length of Work Year: 10 or 12 Months
Salary Schedule: C03, C16	Date Approved: 8/26/97
FSLA: Non-exempt	Date Revised: 1/8/08; 2/12/13; 1/13/16; 4/5/18; 9/20/18

JOB GOAL
To assist the teacher of Exceptional Education students in attending to the physical, emotional and academic needs of the students.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. High School Diploma or equivalent plus either AA/AS, sixty (60) hours college credit, or a passing score on a rigorous locally identified test. 2. Ability to perform the functions of the position. 3. Successful completion of a Physical Capacity Test specific to the essential functions and measured physical demands of the position.

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. To do clerical work within the classroom, as needed. 2. To prepare and make teaching materials as instructed by classroom teachers. 3. To assist in therapy, if appropriate. 4. To assist in instructional activities as directed by the classroom teacher. 5. Under teacher guidance, use classroom management techniques conducive to maintaining an effective classroom environment. 6. To assist students with personal hygiene, grooming, daily living skills, health and safety issues. 7. To perform health related services upon successful completion of child specific training by a registered nurse, a licensed practice nurse, a licensed physician or a certified physician assistant, subject to periodic monitoring by a nurse, including but not limited to the following procedures: <ol style="list-style-type: none"> a. Clean intermittent catheterization b. Gastrostomy tube feeding c. Monitoring blood glucose d. Administering emergency injectable medication 8. Other medical services when a licensed registered nurse, licensed practical nurse, licensed physician or certified physician assistant determines that the employees shall be allowed to perform such service. 9. To maintain mandatory certification in district approved intervention of crisis prevention (CPI, PCM, or other district approved intervention programs). 10. To participate in inservice/trainings offered to increase skill and proficiency related to assignment. 11. To perform assigned tasks in a timely and efficient manner. 12. To perform assigned tasks with a high standard of quality. 13. To perform other duties as assigned by the administration.

PHYSICAL DEMAND CLASS:

Very Heavy (VH) - Frequent lifting and carrying of objects weighing 50- 100 pounds; infrequent lifting and carrying of objects weighing in excess of 100 pounds; Continuous standing and/or walking is required to carry out duties; Occasional walking at a fast pace and/or running may be required.

For the Position of: **SELF-CARE ESE AIDE - PARAPROFESSIONAL**
PDC Level: MEDIUM

The physical demands described here are representative of those that must be met by an employee to successfully perform the functions of this job. Candidates will be required to successfully complete the following job specific tests prior to being recommended to the School Board for hire.

Job Specific Task I

Task Simulated: Lifting/Transferring students

Equipment Used: NIOSH box weighted to 50 lbs., 2 20-inch height shelves or surfaces

Description of Task Simulation 1: With NIOSH box weighted to 50 lbs. and placed on shelf so lower box handles are at 20-inch height from floor, the candidate will lift using lower handles then pivot to place box on a shelf at similar height. This is to be done for 2 repetitions.

Job Specific Test II

Task Simulated: Push/Pull - Student mobility/positioning

Equipment used: Sled weighted for 50 lbs. /force or Force gauge

Description of Task Simulation 2: Candidate will demonstrate ability to push then pull a weighted sled with hands at self-selected height for 5-feet, one repetition for each direction. If a sled is unavailable, the candidate, using a force gauge w/ handles at self-selected height to generate peak force of 50 lbs. for pushing and pulling for 1 repetition for each direction.

Job Specific Test III

Task Simulated: Seat belt Handling

Equipment used: Fine motor activity tools (buckle strap or similar fine motor activity)

Description of Task Simulation 3: Candidate will demonstrate ability to assume posture (including stoop, kneel, or crouch) to reach at arm's length to 20-inch height from floor to perform fine motor activity for 1-minute. This is to be done for 1 repetition.