



JOB TITLE	DEPARTMENT	REPORTS TO
Pre-School Program Specialist	Student Services	Director of ESE

Position No: 61028	Length of Work Year: 10 Months
Salary Schedule: IN10	Date Approved: 8/26/97
FSLA: Exempt	Date Revised: 8/10/99

JOB GOAL
To intervene with very young pre-school children and their families in need of strategies for dealing with handicapping conditions.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Hold professional or temporary Florida Certificate in exceptional education or a related field. 2. Certified in accordance with Children's Medical Service Early Intervention Program for IDEA, Part H. 3. Hold a current Medicaid provider number. 4. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. To work in cooperation with parents to determine appropriate intervention strategies for each child enrolled in the Part H program. 2. To support the emotional needs of family members. 3. To design and implements play-based learning centers 4. To understand and facilitate prelinguistic communication skills in children. 5. To offer technical assistance to families in the area of behavior modification and behavior strategies. 6. To make home visits as needed to observe child's behavior and determine appropriate educational materials and resources for parents and care givers. 7. To maintain current records and data collection for Medicaid billing purposes. 8. To write and submit all necessary reports. 9. To serve as member of staffing team; write and assist in implementing services on family support plans. 10. To perform assigned tasks in a timely and efficient manner. 11. To perform assigned tasks with a high standard of quality. 12. To perform other duties as assigned by the director.

PHYSICAL DEMAND CLASS:
Sedentary Light (SL) - Occasional lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-20 pounds. Occasional walking and/or standing may be required.