



EDUCATIONAL ASSISTANT – ONE-TO-ONE (AUTISM)

Classification Summary

Assist a certified teacher in class planning, instituting behavioral management programs, and providing instructional services to special needs students. Perform other related work as required. Position will be one working with students with autism.

Supervisory Relationships

Work is performed under the direct supervision of the classroom teacher and general direction of the school administrator and Special Education Coordinator.

Required Knowledge, Skills and Abilities

1. Knowledge of teaching methodologies and strategies effective with students with autism.
2. Knowledge of direct instruction techniques and strategies.
3. Ability to present instructional material in a clear, sequenced manner while sensitive to the needs of students and their ability to comprehend.
4. Ability to carry out behavior program that is in place for student.
5. Ability to observe, interpret and record data involving the academic record and behavior of students.
6. Ability to type, prepare classroom materials or artwork, operate current office technology and equipment (e.g., computer systems, fax, copiers, etc.), or perform other clerical duties.
7. Ability to assess situations and act appropriately and with sound judgment for the safety and well-being of students and teacher.
8. Maintains regular and prompt attendance.
9. Performs other related duties as assigned.

Minimum Qualifications for Class Entry

1. An associate's degree from a two year college with course work in early childhood development, education, or related field; or
2. Two year post-secondary study with course work in early childhood development, education, or related field; or
3. A passing score on a state or local academic assessment (to be developed) measuring knowledge, skills, and abilities to assist in instructing reading, writing, and mathematics. Any new hire under this requirement shall be made on a conditional basis contingent on the new employee passing the academic test and previous training, education or experience in instructional techniques and behavior management/modification.

Work Environment

The position works in a self-contained or Resource Room setting.

