

FRESNO UNIFIED SCHOOL DISTRICT  
Position Description

<b>TITLE:</b>	Paraeducator-Autism	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	Special Education	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>WORK YEAR:</b>	Varies
<b>BOARD APPROVAL:</b>	January 30, 2019	<b>SALARY:</b>	G-30/CSEA 125 Salary Schedule

**BASIC FUNCTION:**

Under the direction of an assigned supervisor, assist in providing instruction to a diverse range of individual or small groups of students in a classroom or in the community with special needs, not exclusive to students identified on the autism spectrum; under the general guidance of certificated personnel, assist in meeting the special behavioral and educational needs of students with Autism.

**REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. 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.)**

Provide academic support to a diverse range of individual or small groups of students; monitor practices and related activities to assist in implementing, continuing or expanding practices to raise student achievement. *E*

Assist in the development of positive behavioral and educational plans for identified autistic students; assist in implementing lessons and preparing instructional materials to provide high level education for individual students; assist in setting up work areas as needed. *E*

Assist in the observation of students' curricular performance, record behavioral data, and implement support activities as identified by the teacher; facilitate social skill activities with identified students; maintain daily records of student performance in order to assist students to achieve their personal best. *E*

May accompany small groups of students; instruct students in a community setting to assist them in demonstrating the character and competencies for workplace success; assist in implementing social skill curriculum with identified children as lead by the teacher. *E*

Assist students with personal hygiene; wash hands and faces; toilet students and change diapers and clothing, as needed. *E*

Observe and assist in emergency situations involving aggressive or uncontrolled behavior of identified students according to approved CPI (Crisis Preventative Intervention) procedures as trained; provide input as requested following emergency behavioral incidents (Behavioral Emergency Intervention Report); report progress regarding student performance and behavior to assist students to achieve their personal best. *E*

Implement positive behavior intervention strategies for students; model identified behavioral techniques including positive behavior interventions and reinforcement strategies as identified by the teacher. *E*

Participate in and attend in-service, structured and other specialized trainings, related to but not limited to, strategies for working with behavioral and educational needs of autistic students, behavior management, instructional curriculum and other areas assisting the teacher in providing high quality education to the students. *E*

Assist trained personnel with designated medical and physical services as mandated and trained to meet the needs of students and sites. *E*

Assist in performing specialized duties in educating students at a high level, including but not limited to: individualized learning activities, fine or gross motor skills, or communication and vocational skills. *E*

Perform other related duties as needed.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school, completed 48 college units or NCLB (No Child Left Behind) compliance equivalent and experience working in an organized setting with school-age children; specialized training and coursework with at least one year of experience working with autistic children in a classroom environment preferred.

**LICENSES AND OTHER REQUIREMENTS:**

First Aid and CPR Certificate preferred.

**SPECIAL REQUIREMENTS:**

Completion of Paraprofessional Competency Certification in Autism through Fresno Unified School District; participate in training on specific behavioral and educational intervention specific to autism as identified by the District; participate in monthly workshops as identified by FUSD staff.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Special issues, needs and requirements of students with communicative disorders.  
Basic subjects taught in District schools.  
Correct English usage, grammar, spelling, punctuation and vocabulary.  
Interpersonal skills using tact, patience and courtesy.  
Basic record-keeping techniques.  
Safe practices in classroom and playground activities.

**ABILITY TO:**

Assist staff with instruction and related activities for students.  
Assist a diverse range of students in developing self-help and social skills.  
Communicate, understand and follow both oral and written directions effectively.  
Establish and maintain effective working relationships with a diverse range of people.  
Operate instructional and office equipment.  
Assist in planning and prioritizing learning activities to support the educational needs of students.  
Communicate using patience and courtesy in a manner that reflects positively on the organization.  
Actively participate in meeting District goals and outcomes.  
Apply integrity and trust in all situations.  
Learn District organization, operations, policies, objectives and goals.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Special education and general education classrooms or other learning environment; contact with dissatisfied individuals.

**PHYSICAL ABILITIES:**

With reasonable accommodations, if necessary, monitor students during classroom activities; communicate with students and instructors; assist in lifting students and equipment; operate office and instructional equipment; reaching overhead, above the shoulders and horizontally; bend at the waist; kneel or crouch; stand and walk for extended periods of time; dexterity to operate specialized equipment or office equipment.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

***E = Essential Functions***