

FORESTVILLE UNION SCHOOL DISTRICT  
Job Description

**JOB TITLE:** Behavioral Support Aide

**WORK YEAR:** 180 Work Days  
**RESPONSIBLE TO:** Principal

**GENERAL DESCRIPTION:**

Under the direction and supervision of the Psychologist, the Behavioral Support Aide is a Classified position administering behavior management techniques specific to students who interfere with the regular classroom learning environment. The Behavioral Support Aide may service students with any of, or combination of, the following conditions; communication disorders, emotional disturbances, and behavior disorders. This position requires Fingerprinting, TB Testing, a pre-employment physical examination, and behavioral management training. May be required to obtain first aid and CPR training.

**TYPICAL DUTIES:**

1. Apply behavior management and Applied Behavioral Analysis (ABA) techniques which are evidence-based for students exhibiting aggressive behaviors due to their emotional disturbance, ASD, or intellectual disabilities
2. Confer with supervisor and teachers to coordinate instructional efforts and implement individualized education plan (IEP)
3. Implement supportive interventions designed to complement the student's behavior support plan
4. Assist with social development techniques
5. Recognize the beginning signs of escalation, intervene and redirect the student
6. Adjust classroom or learning environment to control stimuli that may trigger the student's behavior
7. Explain and assure student's understanding of classroom rules, procedures, assignments, and homework instructions
8. Assist students by answering questions and providing examples. Emotional support, and guidance
9. Provide feedback regarding student's progress in attainment of individualized goals
10. Suggest appropriate learning materials for students
11. Develop and maintain records and files as requested
12. Conduct remedial instructional activities for students, as assigned
13. Observe mental and physical health of students and report potential problems to supervisor or teacher
14. Complete necessary students records and keep up to date
15. Assist with student supervision in classroom, lunchroom and playground, as needed
16. Participate in trainings to learn new strategies for behavioral intervention and remediation
17. Other duties as assigned by Psychologist or Administration

**QUALIFICATIONS:**

**Ability to:**

- Work independently and remain calm in stressful situations
- Supervise students with behavioral aggressiveness and follow the behavior plan developed for the student
- Recognize and understand the need of physically, emotionally and educationally handicapped students
- Adapt to new procedures and conditions

- Demonstrate an understanding, patient, warm, and receptive attitude toward students with special needs
- Maintain confidentiality at all times concerning students and their families
- Monitor progress and identify problem areas
- Keep pace with students who are exhibiting flight behaviors, as necessary
- Establish and maintain cooperative working relationships with teachers, parents, staff members and students
- Follow safety procedures

**REQUIRED/PREFERRED QUALIFICATIONS:**

- High School Diploma or equivalent
- Recent certification or planned enrollment in a SCOE approved physical restraint and behavioral management training such as MSB (Managing Student Behavior) with both physical restraint and behavioral communication components
- Completion of Instructional Assistant Proficiency Exam or at least 48 college units in Child Development, including courses related to Psychology or Special Education
- Two years of experience with Special Education students in an organized setting
- One year of experience implementing appropriate techniques and strategies for handling challenging behaviors of children in an organized setting
- Knowledge of correct English usage including vocabulary, spelling, grammar and punctuation; principles, practices and applications, reading and math
- Effective written and oral communication skills

**WORKING CONDITIONS:**

Environment: Indoor and outdoor work environment. Light to moderate physical effort, including lifting up to 50 pounds and periodic lifting up to 100 pounds. Frequent standing, walking and bending.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.), and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

Revised: 5/6/2015, Board Approved: 6/25/2015