

**Description:** Provide assistance to licensed instructional or support staff in the delivery of program specific services. Serves special education students, and school educational programs under the direction of licensed teaching staff. Assists in providing educationally based academic, social, emotional and behavioral programming which has been designed to meet the needs of students entitled to special education programming.

**DUTIES and RESPONSIBILITIES:**

Under the general direction of, and in conjunction with licensed staff:

- Assists in providing academic, behavior management, crisis intervention and/or other educational service support in a structured individualized setting or group setting(s).
- Assists in providing individual and/or group instruction under the direction of the classroom teacher.
- Completes clerical duties related to educational programming, instruction and/or classroom management including, but not limited to, materials preparation, communications, and recordkeeping related to student attendance, performance, behavioral incidents, etc.
- Provides support and assists with supervision of children/students in various settings including but not limited to: the playground (K-8 only), in the lunchroom, restrooms, halls, media center and in those areas as requested.
- Participates in staff development and professional growth activities as requested.
- Support implementation of academic accommodations, modifications and/or specific plans as outlined in the students Individualized Education Plan (IEP)