

Class Concept

Positions in this class perform paraprofessional instructional activities in a variety of settings offering opportunities for learning and that serve individuals with one or more disabilities. Employees provide training in a wide variety of developmental areas: fine/gross motor skills, language, community living skills, pre-academic, pre-vocational, socialization, communication, behaviors, and/or work adjustment.

Considering the clients' interests and needs, employees select and modify established program steps, write simple goal statements including behavioral expectations, and demonstrate skill. Employees may adjust or modify steps and tasks based on the client's response and progress. Progress notes document client responses, progress, and behaviors. Employees may recommend changes in the goal or techniques used to the interdisciplinary team.

Some positions may function as team leader over a small group of Educational/Developmental Assistants. In this capacity, the position would serve as a subject matter expert in tasks performed by the E/DA, train employees in job tasks, recommend changes in goals/training techniques, and ensure instructional materials and supplies are available, among other duties.

Recruitment Standards

Knowledge, Skills, and Abilities

- Basic knowledge of task analysis and goal writing.
- Working knowledge of population served.
- Working knowledge of the instructional programming.
- Ability to observe behaviors and communicate observations in verbal and written form.
- Ability to manage small group activities.
- Ability to implement and/or modify treatment goals.
- Ability to establish rapport with clients and their families.
- Ability to assist the interdisciplinary team in maintaining an environment favorable to learning.

Minimum Education and Experience

High school or General Educational Development (GED) diploma and two years of experience in a related setting that requires goal development, instruction, observation and documentation; or an equivalent combination of education and experience.