



EMPLOYEE NAME: _____
 Revised: 1/97; 7/06; 9/08; 10/12; 6/18; 1/19

JOB DESCRIPTION

POSITION TITLE: Paraprofessional, Intensive Interventionist	JOB CODE: 436A
DIVISION: Academic, Teaching & Learning and Specialized Services	SALARY SCHEDULE: Paraprofessional
DEPARTMENT: HAVEN Academy	WORK DAYS: 181
REPORTS TO: Principal	PAY GRADE: NH0 (4, 5, 6, 7 or 8)
FLSA: Non-Exempt	PAY FREQUENCY: Monthly
PRIMARY FUNCTION: Works with students who are referred out of the classroom due to dangerous or disruptive behavior; participates as a member of the treatment team in the development of positive interventionist to improve student performance in the classroom and school environment.	

REQUIREMENTS:

1.	Educational Level: Associate degree, two years of college credit (a minimum of 60 semester hours or 90 quarter hours and a 2.0 GPA), or a passing score on the GACE/PRAXIS Paraprofessional Assessment Test Required
2.	Certification/License Required: Must maintain Georgia Paraprofessional Certificate; Certificate of satisfactory completion of the Student Achievement Model Foundation workshop; preferred completion of Student Achievement Model Intensive Intervention Workshop.
3.	Experience: None
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities; ability to perform restraints and lift a student up to a weight of 60 pounds without assistance; ability to perform a two person lift for students over 60 pounds
5.	Knowledge, Skills, & Abilities: Written and oral communication; data analysis skills; ability to provide supervision of staff assisting in the intensive intervention room

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Exhibits professionalism in all job-related situations; follows professional ethics in all work-related activities; presents a personal appearance which enhances the image of the school.
3.	Follows all county, state and federal policies and procedures.
4.	Provides individual assistance to children who are referred to intensive intervention; implements intensive intervention training protocols from the Student Achievement Model.
5.	Enters I.I. information into appropriate databases in a timely manner; analyzes this data to assist in the development of positive behavioral interventions to improve student's performance in the classroom and school environment.
6.	Organizes files, maintains logs, and any other records related to intensive intervention referrals.
7.	Communicates regularly with classroom teams regarding students being referred to intensive intervention; participates in treatment team meetings to give input into the development of behavior intervention plans.
8.	Performs crisis intervention with students in crisis.
9.	Assists the classroom teams through modeling and feedback in applying effective treatment interventions in the classroom and school.
10.	Performs other duties as assigned by appropriate administrator.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____