

**POPE COUNTY CUSD #1
JOB DESCRIPTION**

TITLE: Individual Aide

PAY SCHEDULE: Individual Aide

WORK HOURS: Hourly as needed

QUALIFICATIONS:

- Demonstrated aptitude or competence for assigned responsibilities
- Good physical health with strength and ability to lift assigned student
- Basic knowledge of first aid and health procedures
- Interact well with juveniles
- Ability to be patient and give clear instructions
- Must be flexible
- Good communication skills including the ability to write, read, and carry out oral and written communications
- Demonstrated ability to work with diverse groups of individuals
- High school diploma or equivalent

REPORTS TO: Assigned Classroom Teacher, Building Principal, and Health Aide regarding medical matters

JOB GOAL: To assist the assigned teacher with instructing students in basic skills and personal interaction.

MAJOR RESPONSIBILITIES AND DUTIES

- Provide for student's individual needs as prescribed in IEP, IHCP, 504, or other plan of action
- Provide for student's physical care as needed
- With appropriate training, be prepared to deal with student's physical, mental and/or emotional impairments as directed
- Correct disruptive behavior, as directed, constructively and consistently
- Assist with instruction as determined by teacher's or student's needs
- Lift student as required
- Accompany student through daily routines
- Perform functions as required for specific student
- Participate in ongoing evaluation of student needs and notify teacher of changes in condition

- Establishes as fully as possible a supportive and sympathetic relationship with the students without fostering or encouraging intense emotional involvement or dependence
- Conduct oneself as a positive role model
- Performs related duties as assigned by the classroom teacher or building principal in accordance with the school policies and practices