CAJON VALLEY UNION SCHOOL DISTRICT PERSONNEL COMMISSION

Job Clas OL

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Assist in shaping student's behavior through positive reinforcement strategies and teach replacement behaviors; prepare and implement behavior contracts.

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Assist in care of student physical and self-help needs, which may include administering medication, feeding, diapering, toileting, and other specialized healthcare procedures, as assigned.

Assist in meeting students' needs in the areas of sensory impairment, sensorimotor integration, and fine or gross motor skills, including the use of assistive technology and adaptive physical education equipment.

Perform a variety of clerical duties in support of classroom activities, including preparing instructional materials, scoring student assignments, recording grades, taking and recording attendance, etc.; maintain a variety of service-related records and prepare reports related to data.

Operate a computer and other standard office equipment; drive a vehicle to conduct work as assigned.

Attend IEP and other meetings, conferences, and in-services as related to assigned activities.

Assure the health and safety of students by following established practices and procedures; maintain the learning environment in a safe, orderly, and clean manner.

Support student behavior by participating in home visits under the supervision of credentialed staff, as directed.

Provide written and oral translation for staff, students, and parents in a designated second language as needed.

Administer first aid and CPR as needed.

Perform classification-related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Special Education regulations and guidelines, including the IEP process.

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perception, and the ability to adjust focus.

Agility and strength to safely implement approved behavioral interventions, as needed.

HAZARDS:

Potential exposure to communicable diseases and contact with blood and other body fluids. Potential exposure to physical injury from aggressive behavior.

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CLEARANCES:

Criminal Justice Fingerprint /Background Tuberculosis Pre-placement Physical and Drug Screen

