TVASD PCA (Behavioral) Job Description 504.7a

In this position, you may be expected to:

District Requirements:

- 1. Take <u>detailed</u> narrative notes regarding student behaviors and social interactions with others (peers and adults)
- 2. Track behavioral data under the supervision of the Dean of Students in charge of Special Education
- 3. Collaborate in a professional nature/manner with other professionals and related support staff including (but not limited to): administration, teachers (regular education and special education), counselors, mobile therapists, therapeutic support staff, and so forth
- 4. Complete 20 hours of related professional development annually and obtain paraprofessional certification credential within the first year of employment
- 5. Adhere to district guidelines and procedures outlined in the Student Handbook
- 6. Maintain confidentiality at all times

Student-Oriented Requirements:

- 1. Provide redirection (with explanations) during poor/inappropriate peer interactions to be done PRIVATELY and not blatantly in front of peers
- 2. Provide structure and reinforce behavioral requirements at all times especially during "unstructured times" such as hallways, Art class, P.E., lunch, etc.
- 3. Help maintain organization and plan for upcoming assignments