

KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED/APPROVED OCTOBER 2007
RANGE: 36.0
CLASSIFIED
CODE: 5,7

INSTRUCTIONAL AIDE III – HEALTH

DEFINITION

Under appropriate supervision either direct or indirect, the Instructional Aide III – Health will perform a variety of functions and activities pertaining to the health care, instruction, and training of severely handicapped children;

to perform a variety of routine clerical and supporting activities for instructional personnel;

to do other related work as required.

EXAMPLES OF DUTIES

Assist instructional personnel with the planning, organization, and conduct of instructional, training, and health care activities with children experiencing various physical and learning disabilities;

work with individual students to reinforce and follow up learning and training activities;

monitor and assist children in a variety of self-help activities, including dressing, feeding, and toileting.

May be required to perform specialized health care procedures under the supervision of the school nurse for such children who experience severe respiratory difficulty, (suctioning) seizures, and those with catheter and colostemic appliances;

assist with the dispensing of medication, observe children for signs of unusual health symptoms and perform electronic blood pressure test procedures as required;

direct children into safe play activities and assist them with appropriate social behaviors;

assist in managing the behavior of children through the use of a variety of reinforcement techniques;

assist in the development of instructional and learning aids;

assist in the development of communication skills with children who experience severe language delay and disorders;

assist children with braces and other mechanical apparatus;

lift 50 pounds; bend, kneels and stoop for extended periods;

lift and move students who require assistance;

participate in parent conferences and perform interpretation functions as requested;

perform a variety of routine clerical functions.

QUALIFICATIONS

Knowledge of:

Basic concepts of child growth and development and developmental behavior characteristics of severely disabled children;

behavior management, strategies, and techniques and a variety of reinforcement methods and strategies;

advanced first aid and emergency treatment procedures;

methods, techniques, and procedures for lifting and moving children who require assistance;

appropriate English usage, punctuation, spelling, and grammar;

basic arithmetical concepts;

routine record management, storage, and retrieval procedures.

Ability to:

Demonstrate an understanding, patient, and receptive attitude toward severely handicapped children;

appropriately manage student behavior and guide severely handicapped children toward more acceptable social behaviors;

communicate effectively in oral and written form and utilizing manual communication as required by the assignment;

perform routine clerical skills and operate a variety of educational and health care related machines and equipment;

learn to utilize a variety of instructional materials and health care procedures to enhance the training and educational environment for severely handicapped children;

understand and carry out oral and written directions;

establish and maintain cooperative working relationships.

Experience:

Two (2) years of paid or volunteer experience working with severely disabled children.

Education:

Equivalent to the completion of the twelfth grade, supplemented by training or coursework in child growth and development, advanced first aid, special education instructional technology dealing with the severely disabled.

Certified Nursing Assistant (CNA) preferred.

Conditions of employment:

Possess and maintain a certificate for first aid and CPR issued by the American Red Cross or equivalent.

A preplacement medical assessment is required as a condition of appointment after all other required job conditions have been met.

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

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