

Farmersville Unified School District

JOB TITLE: SPECIAL FRIENDS PARAPROFESSIONAL

JOB DESCRIPTION

DEFINITION:

Under the direct supervision of the school principal with clinical supervision from members of the mental health team (i.e., psychologist, guidance specialist, etc.). Carry out duties aimed at achieving goals established jointly by the mental health team and teacher who referred the child to the Special Friends Project.

EXAMPLES OF ESSENTIAL DUTIES:

- Establish rapport and warm meaningful relationships with referred children to reduce their dysfunctional behavior in the classroom and elsewhere; to improve their behavior, educational performance, and social relationships;
- Use conversation, creative play materials, games, academic coaching, and other approaches to achieve prescribed goals with individual children experiencing school adaptation problems of a behavioral and/or educational nature;
- Converse with children and establish an atmosphere to encourage their expression of feelings and ideas; deal effectively and constructively with such feelings and ideas;
- Help to build confidence and self-esteem in children through one-to-one and/or group interactions;
- Provide feedback to the mental health team, principal, teachers, and other school personnel at the discretion of the team; provide feedback to the parents about the progress and behavior of the child;
- Participate with school personnel and consultant in the Assignment, Progress, Termination, and other conferences concerning children;
- When indicated by the team, meet with other school personnel and/or parents to gain additional relevant information about referred children so as to better understand their current behavior;
- Write appropriate progress notes and reports for children being seen; respond to research questionnaires and instruments to help evaluate the program;
- Participate in periodic in-service instructional workshops and other training sessions provided by Project Staff;
- Participate in regularly scheduled individual and/or group supervision by a team member; a variety of methods may be used to facilitate supervision (e.g., discussion based upon paraprofessional notes, opportunities to sit in on paraprofessional sessions with children, and with appropriate permission, audio and video tapes).

Personal Characteristics:

Should possess the personal characteristics generally recognized as essential for public employees including integrity, initiative, emotional maturity, dependability, courtesy, good judgment, and ability to work cooperatively with others.

Position Qualifications:

Ability to:

Be reliable and adaptable; have a personal warmth and ability to empathize.

Experience:

If a parent, should be able to give evidence of having been reasonably successful in that role.

Education:

AA degree or the equivalent.

Physical Abilities/Environment:

Physically and mentally able to perform the essential duties of a position without hazard to themselves or others. Ability to sit, stand, walk, bend, stoop, kneel, perform grasping and handling motions and torso rotations on a continuous basis; lift and carry 20 pounds of materials; reach in all directions; adequate sight or corrected vision for the purpose of reading directions and printed or written materials; hear and speak to communicate with coworkers, students and the public; dexterity of hands and fingers to operate equipment; classroom and outdoor environment, adverse weather conditions.

LICENSES, CERTIFICATIONS AND/OR TESTING:

- Valid California Driver's License and proof of automobile insurance
- Criminal justice and FBI fingerprint clearance
- Passing score on District administered test

BOARD APPROVED: _____

CSEA APPROVED: October 28, 2009 By R. Navarro