

PLEASANTS COUNTY SCHOOLS



JOB DESCRIPTION – AUTISM MENTOR

In addition to the Performance Responsibilities, Qualifications, Physical Demands and Work Environment contained in the aide job description, the following are applicable to an Autism Mentor.

Qualifications: High School diploma or equivalent, pursuant to WV Code §18A-2-5; Criminal background check conducted pursuant to WV Code §18-5-15c; Meet the definition of “Qualifications” in WV Code §18A-4-8b; demonstrated competency, pursuant to WV Code §18A-4-8e (state-approved competency test), as required. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Meet the qualifications of “Aide III” as outlined in WV Code §18A-4-8.
- Successfully complete the staff development program related to autism as determined by the West Virginia Department of Education.
- Have two years of successful experience working with autistic students.
- Demonstrate the physical ability and stamina necessary to complete all job tasks, including those tasks related to insuring student safety.

Immediate Supervisor: Principal and/or Assistant Principal

FLSA Status: Non-Exempt

Evaluation: Performance in this position will be evaluated annually by the immediate supervisor and in accordance with WV State Code §18A-2-12, WV State Board Policy 5314, and Pleasants County Schools Policy 6001.

Term of Employment: 200 Days

Salary: Pursuant to WV Code §18A-4-8a
Pleasants County Schools Salary Scale
Commensurate with Experience and Education Level

Expectations / Duties and Responsibilities in Addition to that of an Aide:

These positions include working with students who may:

- May have serious behavior problems.
- May have differences in their intellectual functioning.
- May have difficulty understanding and expressing emotions.
- May have challenges relating appropriately to people, events and objects, communication, and social behavior.
- May have no real fear of danger to self or others.
- May have difficulty generalizing, following directions, sequencing, and staying on task outside their area of interest.
- May have issues / challenges adjusting to change in routines.
- May be nonverbal or delayed in language, speech, or meaningful communication.
- May require assistance with the daily living needs including toileting, with special feeding, with extended

time, with mobility and special devices.

- May exhibit low levels of cognitive functioning and problem solving.
- May need academic assistance in specific educational programs.

These positions may also require:

- Administration of medication to Special Education and Regular Education Students in accordance with West Virginia Code §18-5-22 and a student health care plan.
- Lifting a minimum of 100 lbs. vertically.
- Working with adaptive equipment, prosthetic devices and augmentative communication devices.
- Participation in and implementation of specialized training, including CPR, First Aide, Passive Restraint, Behavior Management, etc.
- Working with developmentally disabled students, medically fragile and/or orthopedically impaired students.
- Implementation of health care and behavioral plans.
- Working in a team teaching setting under the supervision of certified professionals.
- Implementation of intervention techniques, positioning, lifting and handling techniques designed by teacher and related services providers.
- The use of Physical Intervention and Support Techniques.

Physical Demands:

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stoop, reach, stand, walk, lift, pull, push, grasp, talk, hear, see and use repetitive motions. While performing the duties of this job, the employee may frequently lift and/or move at least 50 pounds (100 pounds vertically for Special Education and Transportation positions) of materials, children, etc. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff members.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is moderate to loud (60-90 dB).

The information contained in the job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of duties performed by this position.

Perform Other Job-Related Duties and Responsibilities as Assigned by the Principal and/or Assistant Principal

Amended: December 9, 2016