

TVASD PCA (Behavioral) Job Description 504.7a

In this position, you may be expected to:

District Requirements:

1. Take detailed 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

Adopted 10/19/15

Revised: