



10910 Clarksville Pike • Ellicott City, Maryland 21042 • 410-313-6600 • www.hcpss.org

Student Assistant

DESCRIPTION

Working under the supervision of the principal and the direction of the teacher(s) or other professional, the Student Assistant assists students with disabilities who require direct adult supervision to access appropriate educational programs. **Under the Fair Labor Standards Act, this position is not exempt from overtime.**

ESSENTIAL JOB FUNCTIONS

- Implement instructional plans designed by professional staff.
- Facilitate student learning by implementing IEP adaptations and modifications which may include the use of assistive technology and adapted equipment.
- Actively support and facilitate student independence and participation in the educational program.
- Implement behavioral support plans for students.
- Collect data on goals and objectives and behavioral support plans.
- Communicate progress or concerns on a daily basis to the teacher or other professional who is directing the Student Assistant's work.
- Monitor and facilitate student performance during activities such as lunch, recess, assemblies, breaks, transitions, etc.
- Facilitate the student's communication and social interaction throughout the day.
- Feed the student or assist the student in developing feeding skills.
- Assist the student with physical demands by lifting, positioning, placing the student in support devices, and transferring students from wheelchairs for toileting and position changes.
- Assist or change the student during toileting activities.
- Assist the student in developing personal hygiene skills.
- Escort the student to and from areas in and outside of the building.
- Promote an attitude of dignity and self-worth in the student.
- Complete other duties as assigned.

This job description is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

ADDITIONAL DESIRABLE QUALIFICATIONS

- An eagerness to work with students with disabilities and of the age group assigned.
- Competency in oral and written language skills to record and communicate observations of student behavior and data collection.
- Flexibility and initiative in working with students and staff.
- An ability to accept assignments and to carry them out to completion.

MINIMUM EDUCATION, TRAINING AND EXPERIENCE

High school graduate or equivalency certificate.

REQUIRED LICENSES AND CERTIFICATES

None.

The Howard County Public School System (HCPSS) is an Equal Opportunity Employer. HCPSS ensures equal employment opportunity for all persons without regard to race, color, religion, national origin, sex, marital status, disability, sexual orientation, or political affiliation.