SPECIAL EDUCATION INTERVENTION SPECIALIST I

Position Details
Class Code: 0139
Job Family: Para-Professional/Aides/Assistants
Classification: Support Professional
Terms of Employment: Pay Grade 48 on the Support Professional Salary Schedule
FLSA Status: NON-EXEMPT

Position Summary
Under general supervision, and direction of Student Services Division (SSD) team administration, performs a variety of duties and interventions related to educational programs for students with diverse needs.

Essential Duties and Responsibilities
This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Provides specialized services using instructional strategies and behavioral interventions in accordance with student's individual educational plan (IEP) and with guidance from the SSD team programs.
2. Plans and implements behavioral, social, and communication programming in SSD team programs.
3. Applies the principles of instructional strategies and behavior interventions in working with students with diverse needs and their families.
4. Assists licensed teacher/professional in providing training in instructional strategies and behavior interventions to Clark County School District staff.
5. May facilitate staff and parent-training sessions for students with diverse needs.
6. May assist students with personal care and sanitary needs; may assist in feeding students by preparing, distributing, ordering, and administering snacks and special lunches.
7. Collects data and maintains records including, but not limited: to student academic/behavioral progress, etc.
8. Works in multiple environments including student homes, centralized services, and schools throughout the District.
9. Participates in mandated, ongoing training to learn and refine skills and techniques used in behavioral intervention, applied behavior analysis (ABA), and instructional strategies.
10. Models behavioral interventions/instructional strategies to other District staff.
11. May monitor students during assigned period within a variety of school environments (i.e., assemblies, athletic area/fields, bus stops, cafeteria/multi-purpose room, classrooms, field trips, playgrounds, restrooms, etc.) for the purpose of maintaining a safe and positive learning environment, which may include physical interventions (i.e., jogging or running after a student to prevent them from doing harm to him/herself or others).
12. Develops materials for specific and generalized programs.
13. Conforms to safety standards, as prescribed.
14. Performs other tasks related to the position, as assigned.

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**Distinguishing Characteristics**

Involves tasks directly associated with the implementation of SSD team programs and behavioral/instructional support training activities and interventions using Division-identified programs and techniques for students, families, and staff.

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**Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of ABA methods, techniques, and procedures.
2. Knowledge of instructional strategies and behavioral intervention methods, techniques, and procedures.
3. Knowledge of learning activities appropriate for students with diverse needs.
4. Knowledge of basic computer software applications.
5. Ability to develop and implement training procedures and programs for students with diverse needs, District staff, and families.
6. Ability to instruct personnel in instructional methods, techniques, and procedures.
7. Ability to assist individuals in the use and interpretation of presented materials.
8. Ability to interpret written and oral instructions.
9. Ability to work effectively with students with diverse needs.
10. Ability to deal with challenging behavior and crisis situations.
11. Ability to present to individuals or large groups.
12. Ability to collect and analyze student data.
13. Ability to complete specialized records.
14. Ability to meet predetermined deadlines.
15. Ability to communicate clearly orally and in writing.
16. Ability to work with minimal supervision.
17. Ability to exercise judgment as to when to act independently or when to refer a situation to a supervisor or administrator.
18. Ability to perform several tasks and determine priorities.
19. Ability to work cooperatively with other employees, students, parents, and the public.
20. Ability to work flexible hours and shifts including evening hours.
21. Possess physical and mental stamina commensurate with the responsibilities of the position.

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**Position Requirements**

**Education, Training, and Experience**

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.).
2. Minimum of 48 credit hours from an accredited college or university or a passing score on the Educational Testing Service (ETS) para-pro assessment.
3. One (1) year experience working with children and families with diverse needs.
4. Six (6) months successful experience as a Specialized Programs Teacher Assistant (SPTA) I or Title I SPTA.
5. Safe driving record.

**Licenses and Certifications**

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.
3. Current, Crisis Prevention Intervention (CPI) certificate from a licensed CPI trainer. If certification is not in possession at time of application or QSP request, it must be obtained within three (3) months of hire into position. Certification must be maintained for the duration of the assignment. Certification training must be in person and include a hands-on component. Online courses will not be accepted.

4. Current Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.

**Preferred Qualifications**

1. One (1) year experience working as a para-professional employee in a classroom setting.
2. Experience working with children, preferably with special needs.
3. ABA training documentation, if applicable.
4. Registered Behavior Technician (RBT) training documentation, if applicable.

**Document(s) Required at Time of Application**

1. High school graduation or equivalent (i.e., GED, foreign equivalency, etc.).
2. College transcript(s), if applicable.
3. Verification of a passing score on the ETS para-pro assessment, if applicable.
4. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
5. Current copy of driving history (dated within six (6) months from date printed) issued by the Department of Motor Vehicles.
6. Current CPI certificate, if applicable.
7. Current Cardiopulmonary Resuscitation/Automated External Defibrillator certification as indicated above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
8. Specific documented evidence of experience to satisfy qualifications.

**Examples of Assigned Work Areas**

Clark County School District schools – health offices, playgrounds, cafeterias, classrooms, locker rooms, designated school areas, department offices, student homes, etc.
Work Environment

Strength
Sedentary/Medium - Exert force to 50 lbs., occasionally; 10-25 lbs., frequently; or up to 10 lbs., constantly.

Physical Demand
Frequent sitting, carrying, climbing, balancing, crouching, jogging, running, standing, walking, pushing, pulling, stooping, kneeling, reaching, handling, and repetitive fine motor activities. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conferences and computers, or over the telephone. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

Environmental Conditions
Climate-controlled office setting with temperatures ranging from mild to moderate cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards
Furniture, playground/office equipment, communicable diseases, chemicals, and fumes (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks
Various computers, monitors, printers, modems, servers, telephones, fax machines, copiers, District-issued/personal vehicles, etc.

AA/EOE Statement
This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.
Job Revision Information

- Revised: 09/15/20
- Created: 08/20/10