

JOB TITLE: Intervention Tutor

Job Purpose Statement:

The primary function of the job of Intervention Tutor is done for the purpose of assisting all students in behavior management, supervising and instructing students in a classroom or other controlled environment; assisting students in the completion of their work assignments; communicating observations which may impact student development or general well-being to appropriate school staff.

Under the Supervision of:

Principal/ Designee

Essential Job Functions:

- Provides appropriate behavior support for prevention and management of student behavioral problems.
- Provides academic support to students which may include individual and/or small group instruction.
- Supports students throughout the school day in all school settings: including passing periods, lunch, and/or recreational activities.
- Assist students in the completion of work assignments.
- Follows Behavior Intervention Plan and utilizes prescribed behavior strategies as applicable.
- Provide academic or behavioral accommodations as applicable.
- Monitors individual students, intervention room and/or other activities for the purpose of providing a safe and positive learning environment.
- Models appropriate behavioral interventions.
- Models appropriate social interactions.
- Maintains appropriate documentation, records, and reports.
- Maintains student and District confidentiality.
- Develops and maintains a professional rapport with supervisor, classroom teacher and other staff.

Other Job Functions:

- Other related duties as assigned.

Job Requirements – Qualifications:

Experience Required: Some job-related experience.

Skills, Knowledge and/or Abilities Required:

Skills:

Demonstrate an understanding, patient, and receptive attitude toward students of varied age groups and varied behavior dispositions; communicate effectively, both verbally and in writing;

perform basic arithmetic calculations; effectively present information in one-on-one and small group situations.

Knowledge:

Principles of child development and behavioral modification techniques; behavioral risk factors (e.g. concepts of Adverse Childhood Experiences - ACEs); training on strategies for de-escalation and calming; instructional processes; knowledge of and ability to assist in instructing reading, writing, mathematics and/or online instruction.

Abilities:

Establish and maintain effective and cooperative working relationships with students and adults; understand and relate to students who may have difficulties behaviorally, emotionally, learning or physically; maintain a calm, personal demeanor and remain focused in situations of high stress; adjust to flexible assignments; independently problem solve unique student and employer situations; understand and carry out verbal and written instructions with minimal direction; understand and maintain confidentiality of student information; meet schedules and deadlines; adhere to safe work practices.

Physical Abilities:

- Sufficient personal mobility, agility, strength, and reflexes which permit the employee to stand or sit for periods of time, physically assist students (may include lifting) and work effectively in a school environment. (Essential).
- Sufficient clarity of speech and hearing which permits the employee to discern verbal instructions, communicate effectively in person, and to hear sounds within the normal range of conversation. (Essential)
- Sufficient visual acuity which permits the employee to monitor student and student activities.

Education Required: High school diploma or equivalent. Must meet at least one of the following criteria: completed two (2) years successful post high school education (32 semester credits in the core area) or pass the ETS Para-Professional Assessment.

Licenses, Certifications, Bonding, and/or Testing Required: Fingerprint/criminal justice clearance.

Desirable Qualifications:

Education: Some coursework in academic and behavioral prevention and intervention, counseling, psychology, or social work; training in positive behavior and intervention supports.

Experience: Demonstrated experience with prevention and intervention based strategies for academics and behavior.