



JOB TITLE	Behavior Instructional Assistant
LOCATION	Various locations
WORK SCHEDULE	Full time, 8 hours/day
CALENDAR LENGTH	School Year, 185 Days
FLSA CLASSIFICATION	Non-exempt, hourly employee
HOURLY RATE	\$19.28 (\$28,534.40 annually)
BENEFITS	Paid Illness and Personal Business days, Seven paid holidays, Health, Vision, Dental and Life insurance eligible, District contributions to PERF, VEBA and 401A retirement accounts

If you are viewing this posting from an external website (i.e., Indeed) please apply at:
www.msdt.k12.in.us/hr/careers/

JOB DESCRIPTION:

Behavior IAs are responsible for providing behavior support to individuals with behavior challenges of all ages who are receiving services in the school environment. Job duties will include conducting on-going observations, assessing the function of behaviors, creating behavior support plans, monitoring behavior plans, and being an active participant supporting students across all school environments.

ESSENTIAL FUNCTIONS:

The essential functions of Behavior Instructional Assistants are centered around supporting students with behavior challenges, in educational settings.

1. Support Implementation of Behavior Intervention Plans (BIPs)
2. Data Collection and Documentation
3. Individual and Group Instruction
4. Provide Behavioral Support During Classroom Activities
5. Collaboration with Educational Teams
6. Promote Social and Communication Skills
7. Model Appropriate Behavior
8. Provide Positive Reinforcement
9. Crisis Management and De-escalation
10. Maintain Professional and Ethical Standards
11. Support Transitions
12. Flexibility with Schedule

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge

1. Behavioral Principles and Techniques
2. Behavior Intervention Plans (BIPs) implementation and monitoring
3. Crisis Management and Safety Protocols

Skills

1. Behavioral Observation and Data Collection
2. Skill in applying reinforcement strategies (positive and negative) to increase desirable behaviors and decrease undesirable behaviors.
3. Ability to use visual supports, social stories, and other tools to teach new behaviors.
4. Skill in providing one-on-one or small group instruction to reinforce academic, social, and life skills.
5. Strong verbal and written communication skills for interacting with students, teachers, and other support staff.
6. Ability to manage high-stress situations and de-escalate aggressive or disruptive behavior in a calm, constructive manner.
7. Collaboration and Teamwork
8. Organization and Time Management

Abilities

1. Patience and Empathy
2. Adaptability and Flexibility
3. Behavioral Problem-Solving
4. Conflict Resolution
5. Physical Stamina and Endurance
6. Confidentiality and Privacy
7. Communication and Collaboration

EDUCATION:

- High School Diploma or GED.
- Must pass paraprofessional exam, if less than 60 college credit hours.

PHYSICAL DEMANDS:

PHYSICAL REQUIREMENT	PERCENTAGE OF TIME
Ability to stand for extended periods of time	Often
Ability to lift 25 pounds	Occasional
Ability to carry 25 pounds	Occasional
Ability to work at a desk, conference table or in meetings of various configurations	Very Frequent
Ability to see for the purpose of reading rules and policies and other printed matter	Very Frequent

Ability to communicate so others will be able to clearly understand a normal conversation	Very Frequent
Ability to operate job-related equipment	Very Frequent
Ability to reach in all directions	Very Frequent

Seldom = Less than 25% / **Occasional** = 26 to 50% / **Often** = 51 to 75% / **Very Frequent** = Greater than 75%