

LL 96603

**MANTE STAFF JOB DESCRIPTIONS**

**POSITION:** **BEHAVIOUR INTERVENTION ASSISTANT**

**REPORTS TO:** E.S.S. Administrator  
School Principal or Designate  
Program/Classroom Teacher(s)

**SUPERVISES:** N/A

**JOB SUMMARY:** Provides specialized behaviour support to staff and students.

**POTENTIAL EXPOSURE TO VIOLENCE:**

Working in a school setting, especially working closely with students who require specialized behaviour supports, poses certain inherent risks. Therefore, a minimum of eight hours of training in NVCI is required every three years.

**TYPICAL DUTIES AND RESPONSIBILITIES:**

- Collects data as required and works with the Program Teacher, school-based staff and parents to implement successful learning strategies for students with behavioural difficulties including involvement in appropriate community co-curricular activities;
- Facilitates the integration process for students from special programs to neighbourhood schools;
- Provides school-based professional development sessions to staff with students experiencing behaviour difficulties;
- Participates in and leads appropriate professional development activities to remain current in the area of behaviour management;
- Provides support and/or follow-up for students with issues related to attendance;

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- Prepares and maintains all necessary systems, reports, records and files;
- Performs other related duties as assigned or as required including all duties of Educational Assistants.

**QUALIFICATIONS:**

- High School diploma plus post secondary training in areas of behaviour management, child development, counseling or social work;
- Educational Assistant certificate or related diploma or degree preferred;
- 3 - 5 years experience working with children and youth experiencing behaviour difficulties;
- Well developed oral and written communication skills;
- Well developed interpersonal skills including patience and understanding in dealing with at risk and behaviourally challenged children;
- Ability and experience to work in working as part of a team effectively with adults in order to implement appropriate programming for students with challenging behaviours;
- Ability to be reliable, a self starter and to work well with minimal supervision;
- Ability to work a flexible schedule including non-standard hours;
- Proficient in Microsoft Office and with various software used;
- Training in Non-Violent Crisis Intervention/WEVAS;
- Experience in and the ability to safely restrain a student for extended periods of time;
- Ability to handle highly confidential information;

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- Ability to work effectively with students experiencing behavioural difficulties including the ability to perform all physical activities assigned indoors and out;
- Required to have a valid Manitoba driver's license and daily access to a vehicle.
- Equivalent combination of education and experience may be acceptable to the Division.

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