

INTERVENER

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE



Education & Administrative Resources

Department:	Special Education / Educational Learning Centers
Reports To:	Director of Special Education / Site Administrator
Group/FLSA Status:	Direct Student Staff (DSS) / Non-Exempt
Date Created:	6/16/2019

SUMMARY: *(Brief description summarizing the overall purpose and objectives of the position.)*

The Intervener provides specialized communication support and paraprofessional assistance to Deaf-Blind students in a variety of educational settings. The intervener usually works consistently with one student and provides critical connections to other people and the environment. Promotes the development of communication skills and supports educational enhancements to the student.

ESSENTIAL FUNCTIONS: *(Typical tasks but not all inclusive – major duties of the position.)*

- Provides visual and auditory information to Deaf-Blind students;
- Follows and supports the communication plan as described in the assessment of Individual Educational Plan (IEP);
- Guides student through activities and hands-on exploration of materials as appropriate;
- Provides access to information, environments, and materials for the student who may otherwise be unable to access or understand due to sensory impairments;
- Provides ongoing input and suggests modifications to lessons as needed for the student and as specified in the IEP under the direction of licensed staff;
- Reports any significant behavioral or academic concerns and may maintain a daily log of student progress/work on goals and behaviors;
- Participates in IEP meetings to give input around areas that might be improved in facilitating the education process;
- Proficient with use of assistive technology
- Provides good public relations and customer service with member districts, staff, parents and the general public;
- Follows all policies and regulations;
- Regular and prompt attendance is essential;
- Performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES: *(Minimum competencies for job performance.)*

- Proficient with use of assistive technology;
- Comprehensive knowledge of the principles and practices of an Intervener;
- Ability to demonstrate confidentiality;
- Ability to establish and maintain effective working relationships with students and SWWC staff;
- Ability to handle every day, reoccurring basic assignments and problems;
- Ability to apply regular and repetitive procedures;
- Ability to read, interpret and collect basic workplace data;
- Ability to communicate effectively and professionally both orally and in writing;
- Ability to communicate positively about the agency at all times;
- Ability to work with students individually and work in small groups;
- Ability to write clearly and concisely;
- Ability to use modern office equipment, technology, and related software.

EDUCATION AND EXPERIENCE: *(Minimum level of education and experience required.)*

- High school diploma or GED required;
- Associate's Degree in Applied Science preferred;
- Signing skills and Braille comprehension preferred;
- 1 to 3 years work experience preferred.

LICENSES, CERTIFICATES, AND REGISTRATIONS: *(Minimum required to perform the job.)*

- Successful completion of 66 hours of intervener training required or willingness to obtain the 66 hours of training;
- Valid Driver's License.

SUPERVISION: *(Level of supervision received and supervision exercised/size of group supervised.)*

- Work is performed under supervision of the Director of Special Education or Site Administrator of Educational Learning Centers;
- No supervisory responsibilities.

WORKING CONDITIONS: *(Physical/sensory requirements and environmental conditions.)*

- Business travel may be required;
- Work may require long hours including early morning, evening, and weekend activities;
- Work is performed during the traditional school year and may include some additional days during the summer;
- This is medium work requiring the exertion of over 60 pounds of force occasionally, and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body, and a negligible amount of force constantly to move objects; work requires stooping, reaching, standing, walking, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information through normal spoken word; visual acuity is required for preparing and analyzing written or computer data, inspections involving small defects and/or small parts, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions and may be exposed to bloodborne pathogens.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned. The physical demands and work environment describe here are representative of those that must be met or will be encountered while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not constitute an employment agreement between SWWC and employee and is subject to change by SWWC as the needs and requirements of the position change.