

JOB DESCRIPTION

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|--------------------|---------------------------------|-------------------------|-------------------|
| Job Title | Autism Specialist | Job Title Code | 260190 |
| Reports to | Director of Special Education | Wage/Hour Status | Exempt |
| Dept/School | Special Education Instructional | Pay Grade | TBA |
| | | Date Revised | December 11, 2024 |

Primary Purpose

Support parents and staff of children with autism in transferring learned skills between the home, the school, and the community by providing parents with training techniques to support their child's unique needs.

Education/Certification

- Bachelor's Degree
- Valid Texas Teacher Certification in Special Education
- Treatment and Education of Autistic and Related Communication Handicapped Children Certification (TEACCH) or an equivalent certification

Special Knowledge/Skills

- Ability to work with children with disabilities
- Knowledge of evidenced based practices for Autism
- Strong organizational, communication, public relations, and interpersonal skills

Experience

- Three (3) years' experience working in Special Education with students with Autism

Major Responsibilities and Duties

1. Assume responsibility for development of Individual Education Plan (IEP) and implementation of services specified in IEP related to In-Home training.
2. Work with Admission, Review, and Dismissal Committee (ARDC) to develop appropriate goals and objectives for IEP development.
3. Conduct In-Home Training Needs assessments with parents and staff to determine areas of needs to be addressed through in-home training, community-based instruction and parent training.
4. Assist in the provision of parent trainings by either providing direct services or developing presentation materials.
5. Implement and maintain appropriate training programs within the home and school environment
6. Assume responsibility for appropriate record keeping of instructional technique.
7. Ensure that appropriate staff are informed of the progress of each student.
8. Assist in curriculum and IEP writing regarding autism and related disorders.
9. Review research and other findings related to autism and related disorders.
10. Facilitate the transition of children with autism to public school services.
11. Participate in professional development activities related to instruction of children with disabilities.
12. Participate in professional development activities which lead to expertise in the area of autism.
13. Provide professional development to campuses and staff in the area of autism.
14. Perform other duties as assigned by supervisor.

Supervisory Responsibilities

None

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors



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- Maintain emotional control under stress; occasional prolonged and irregular hours; district-wide and state travel. Must be available to work flexible hours and evenings, Monday through Friday

Terms of Employment

203 days; salary to be established by Board of Trustees

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____
Job Title: _____
Date: _____

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Date: _____

My supervisor has reviewed this job description with me and has provided me with a copy.

Employee: _____
Date: _____

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping and perceived sexuality, or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, IX, and Section 504 may be referred to the District compliance officer, at 230 -2031; Section 504 inquiries regarding students may be referred to 504 Coordinator at 230-2856.

El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, al 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas al oficial de 504 al, 230-2856.