

**CHICO UNIFIED SCHOOL DISTRICT
TRANSPORTATION SPECIAL EDUCATION AIDE**

DEFINITION

Under direction, to assist a bus driver in ensuring a safe ride for targeted special education students. This position helps complement at-home and at-school programs whenever possible. It provides for any specialized physical health care procedures that may be required, and follows all special intervention procedures as instructed.

SUPERVISION EXERCISED

Exercises no supervision other than of targeted students.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Ability to demonstrate a high degree of positive contact with assigned students.
- Ride bus to and/or from school to attend to needs of students who have medical or behavior needs.
- Supervise targeted students entering, leaving, and traveling on the bus.
- Assist the bus driver with supervision of the behavior of all riders.
- Implement any individual programs deemed necessary to the bus environment.
- Maintain required reports on targeted students on a daily basis.
- Assist bus driver in loading and unloading students.
- Work flexible hours
- Perform other related duties as required

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

- Techniques and methods of child supervision.
- Cultural and physical differences and needs of children.
- Proper English usage, grammar, vocabulary, spelling and punctuation.

Skill to:

- Provide necessary assistance to students as needed.

Ability to:

- Work flexible hours.
- Interact with students that ride the bus on a positive and practical level.
- Communicate clearly and concisely, both orally and in writing.
- Understand and carry out both oral and written instructions.
- Maintain a firm but patient and courteous attitude toward students.
- Exercise tact, diplomacy and good judgment in dealing with students.
- Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination of experience, training, and skill in dealing with Special Education students or children that demonstrate difficult behavior.

Experience:

- Some experience in the care and supervision of students
- Some experience in providing responsible first aid to children is desirable.

Training:

- Equivalent to the completion of the twelfth grade.
- Ability to obtain specialized training in health, first aid, CPR, emergency medical services or a related field.
- Ability to obtain training in special behavior intervention procedures.

Licenses or Certificates:

- Possession of current certification in emergency first aid and CPR.

Special Requirements:

In order to perform this job successfully, an individual must meet the physical requirements necessary to complete the essential job duties. Essential duties require the following physical skills and ability to function in stated work environment:

- Please refer to the Job Analysis.