



<b>Job title</b>	<b>Teacher Assistant</b>
<b>Reports to</b>	Assistant Academic Director
<b>Status</b>	Non - Exempt

### **Job Purpose**

The Gersh Organization is dedicated to changing the lives of children on the autism spectrum. Our team of professionals is committed to providing opportunities, inspiration, and guidance for every child to reach their full potential, regardless of the challenges they face. With our family of programs in various locations on Long Island and in Puerto Rico, Gersh is the leading provider of educational and support services for children on the autism spectrum and their families.

The Teacher Assistant will be responsible for supporting the teacher who is teaching students on the Autism Spectrum who may demonstrate academic, behavioral, and/or social deficits. Teaching all academic subjects and life skills, modifying when necessary to meet the individual needs of students.

### **Duties and Responsibilities**

- Support the teacher in using appropriate methodologies when working with students such as Applied Behavior Analysis or Collaborative Problem Solving or any agreed upon method which acts in the best interest of the student
- Create an authentic environment by displaying student work and projects both in and out of the classroom
- Maintain a consistent and safe environment for the students
- Support the teacher in planning and executing daily lessons which meet the needs of individual students as well as appropriate group lessons
- Modify any materials needed to successfully teach students
- Maintain accurate records by recording relevant information in each students' binder
- Write annual reports for each student following specific guidelines
- Support the implementation of the Individualized Education Program (IEP) and Behavior Intervention Plans for each student
- Administer assessments to evaluate student progress and identify areas of deficit or concern
- Collaborate with other professionals including guidance, speech therapists, physical therapists, occupational therapists, psychologists, behavior specialists, and vocational directors to create a team approach
- Promote health and safety concepts and social interaction with other students
- Participate in all necessary trainings, team meetings, community activities and school functions
- Communicate regularly with supervisors regarding classroom dynamics and student development
- Complete daily attendance reports
- Supervise and assist students in bathroom activities including hourly diaper checks/ diaper changing (when required)

- Supervise all mealtime activities including cleaning up after snacks and meals
- Assist in rest time by putting out / putting away cots, folding of blankets and washing and returning bottles (when required)
- Assisting in the ordered arrangement, appearance and learning environment of the rooms to include sweeping floors, cleaning counters, shelves, refrigerators, microwaves etc.
- Attendance at all staff meetings, required workshops and open houses

#### **Qualifications**

- High School diploma required
- BS / BA Degree preferred
- Teaching Assistant Skills Test (ATAS) preferred
- Experience working with children on the autism spectrum preferred

#### **Working Conditions**

- Monday – Friday / 8:00am – 4:00pm
- Occasional before and after school work hours at the discretion of the Administrative staff
- School / Classroom setting

#### **Physical requirements**

- Must be able to keep students safe from themselves and others and in some cases may need to implement CPI procedures.
- Must be able to remove oneself from potentially harmful situations and in some cases be able to lift a child.