

Intervention Specialist

Position Details

Class Code: 4227

Job Family: Paraprofessionals/Aides/Assistants

Classification: Support Professional

Terms of Employment: [Pay Grade 49 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general supervision, provides assistance in the development and implementation of services at off-site academic centers to support students with special needs to graduate from high school.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Works with Clark County School District (CCSD) administrative offices, principals, and school improvement site designees to identify students needing additional support.
2. Maintains open communication and interaction between school staff, students, and parents/guardians to facilitate implementation of effective reform strategies and services, and provide appropriate intervention.
3. Plan parental involvement activities and engage parents to participate for the benefit of their children enrolled at Raising Educational Attainment within Community Housing (REACH) sites.
4. Promote cooperation between school faculty, administration, and Communities in Schools (CIS)/Behavioral Counseling teams that service REACH sites.
5. Monitor assigned operational sites to ensure that proper services are delivered to students and families; ensures data gathering techniques and reporting are implemented.

6. Assist CCSD leadership in the development of formal/informal linkages with other agencies/community organizations.
 7. Encourages student and parent/guardian participation in school activities.
 8. Plan and implement special events and guest speaker events for students with program pre-approval.
 9. Collaborate with school staff in order to integrate social and educational services; stay informed about pertinent activities occurring at the school and in the community.
 10. May serve as liaison between CCSD and other agencies.
 11. May be required to respond to emergencies after assigned work schedule.
 12. May administer Cardiopulmonary Resuscitation/Automated External Defibrillator (CPR/AED), as necessary.
 13. Conforms to safety standards, as prescribed.
 14. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves assisting school staff, parents/families, community agencies, and students to ensure the coordination of community services for the benefit of students and their families.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of assertive discipline and positive parenting skills.
2. Knowledge of Nevada laws and CCSD regulations, procedures, and practices related to students with special needs.
1. Knowledge of CPR/AED and Universal Precautions.
2. Ability to maintain confidentiality of information.
3. Ability to communicate effectively, develop rapport and gain cooperation of students, parents, and school personnel.
4. Ability to judge when to act independently and when to refer situations to an administrator.
5. Ability to judge potentially dangerous and/or unsafe situations and respond appropriately.
6. Ability to recognize and appreciate cultural differences and maintain respect for different cultural backgrounds.

7. Ability to interpret and explain CCSD policies and procedures as they relate to the position.
 8. Ability to learn basic computer applications.
 9. Ability to prepare and give accurate written/verbal reports and review/interpret the reports of others.
 10. Ability to recognize and report hazards and apply safe work methods.
 11. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent, (General Education Development (GED), foreign equivalency, etc.).
2. Two (2) years of formal post high school coursework (minimum 48 credits) in related fields (education, criminal justice, sociology, psychology, child development, etc.); plus, one (1) year of experience in school or community settings working with children; or
Five (5) years of experience in school or community settings working directly with special needs children.

Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV).
3. Current CPR/AED certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.

Preferred Qualifications

None Specified.

Document(s) Required at Time of Application

1. High school transcript or other equivalent, (GED, foreign equivalency, etc.).
 2. College transcript(s), if applicable.
 3. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
 4. Copy of current of driving history (dated within six (6) months from date printed) issued by the DMV.
 5. Current CPR/AED certificate as indicated above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
 6. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD School Improvement Grant (SIG)/Priority school campuses, academic centers, community agencies, and other District facilities.

Work Environment

Strength

Light - exert force up to 50 lbs., occasionally; 10-25 lbs., frequently; up to 10 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and to maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

Environmental Conditions

Climate-controlled office setting and outdoor settings with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

District-issued/personal vehicle, copy machines, computers, fax machines, telephones (cellular, handheld, pagers), etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 10/24/23
- Created: 12/30/14