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# ***RECRUITMENT ANNOUNCEMENT***

## ***Wasatch Mental Health***

*Provo, UT*

*Phone: (801) 852-4714*

[www.wasatch.org](http://www.wasatch.org)

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**Posting Date: 11/28/18**

**Closing Date: Open Until Filled**

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### ***Part Time Autism Aide I***

***Giant Steps- Autism Program***

***Continuous Recruitment- Multiple Positions Available***

**Starting Pay Range:** \$13.04 – \$17.69 Hourly

\*Starting pay may vary based upon directly related job experience

**Schedule:** Tuesday through Friday

**Hours:** Must be able to work 5 consecutive hours between 9am-3:30pm  
approximately 20 hours per week

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**MINIMUM QUALIFICATIONS:** High school diploma or GED; AND One (1) year related work experience or one year of study leading to a degree in social work, psychology, special education, elementary education, child development or related field; OR An equivalent combination of education and experience.

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**ADDITIONAL REQUIREMENTS:** Employment at Wasatch Mental Health is contingent on successful completion of a drug screen, motor vehicle record review and criminal background check. This position requires a National Provider Identifier (NPI) as outlined by Medicaid and Medicare and application must be completed prior to start of employment. After hire you must complete and receive a Criminal Background Clearance (BCI) from Utah State Office of Licensing.

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**Please go to [www.wasatch.org](http://www.wasatch.org).** Complete and submit WMH application online. (Please note: Resumes will not be accepted without a completed WMH application.)

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# Wasatch Mental Health



## JOB DESCRIPTION

JOB TITLE:	Autism Aide I	FLSA:	Non-Exempt
DEPARTMENT:	Child & Family Services	EFFECTIVE DATE:	12/2016
DIVISION:	Giant Steps	LAST REVISED:	12/2016

### GENERAL PURPOSE

Under the direction of a Licensed Supervisor, performs a variety of **entry level para-professional** therapeutic interaction duties related to behavior modification and instruction for autistic children; assists individuals and groups.

### SUPERVISION RECEIVED:

Works under close supervision from a Licensed Supervisor or Program Manager, Autism Specialist or Autism Aide II.

### SUPERVISION EXERCISED:

None.

### ESSENTIAL FUNCTIONS:

Assists to perform specialized therapeutic interaction for autistic children; implements and monitors individual and group behavior plans; observes children's interests and actions; provides for a safe interactive environment; communicates with children as needed to facilitate cooperation and learning; encourages and models social behavior and expectations;

May assist to administer standardized tests to evaluate basic skills and language abilities; interprets test results and participates in the development of curriculum and behavioral/treatment plans addressing initiative skills, self-help skills, attending skills, and social skills; schedules various activities related to discrete trials, floor time, learning centers, integrations, food prompting, toilet training, and other established best practices, unique to the clients with autism needs.

Participates in staff meetings; assists to monitor diagnosis, goals and progress notes related to individual clients.. Performs daily data entry into client records noting all performance data on curriculum programs, notes aggressive and non-compliant or otherwise concerning behaviors for individual children; notes specifics related to directions followed and not followed; notes eating habits and consumption activity;

Performs general case monitoring and management; assists in determining appropriate treatments and timely termination of clients by participating in a group staff decision making meeting. Assists to coordinate with supervisors regarding issues and problems which interfere with assignments, goals, treatment plans and projects; carries out resolutions and behavior plans.

Provides patient supervision; monitors patient activities and promotes the development of psychosocial and sensory skills; performs patient related adjunctive services; teaches hygiene and social independent living skills, i.e., eating, toilet training, teeth brushing, etc..

Performs other related duties as required.

### MINIMUM QUALIFICATIONS

1. Education and Experience:

A. High school diploma or GED

AND

B. One (1) year related work experience or one year of study leading to a degree in social work, psychology, special education, elementary education, child development or related field

OR

C. An equivalent combination of education and experience

2. Required Knowledge, Skills, and Abilities:

**Some knowledge of** ages and stages of development, various teaching techniques, Applied Behavior Analysis, discrete trial methods, procedures and techniques; curriculum development; TEACHH and Greenspan's Floor-time methods; general areas of physical, social, cognitive and emotional development of relevant age groups specific to autism issues.

**Some Skill in** making situational assessments and making decisions as needed to prevent or solve problems and resolve client issues.

**Ability to** communicate verbally and in writing; to perform under -multiple and simultaneous adverse crisis situations, develop and maintain effective working relationships with executives, professionals, administrators, and the public, meet or exceed productivity standard set by the agency.

3. Special Qualifications:

Must possess a valid Drivers License.

May be required to become CPR/First Aid certified.

4. Work Environment:

Work performed in typically in a preschool setting with children who have an autism spectrum disorder. Tasks require variety of physical activities, occasionally involving muscular strain, related to walking, standing, stooping,

sitting, reaching, lifting (60 lbs) hearing, talking and seeing essential to successful completion of typical duties. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, complex instructions, emotional stability, creative problem solving. Elements of hazard uncertainty exist in the normal course of performing duties associated with providing pre-school/autism services, i.e., daily exposure to various communicable diseases and pathogens. Possible exposure to clients biting, hitting, kicking, screaming, various levels of physical injury, etc. Will assist with self help care needs of children including feeding, toileting, and diaper changing.