



**ALTERNATIVES**

Community Life For People With Disabilities

Real Homes | Real Jobs | Real Relationships

## **JOB DESCRIPTION**

**TITLE: TEACHING ASSISTANT (NO SOLVE)**

### **QUALIFICATIONS:**

High School Diploma or equivalent. Minimum of 2 years experience working with developmentally disabled individuals preferred. Valid Drivers license and ability to transport individuals served in the community. Physical stamina and lifting required.

### **SUPERVISION:**

Position is supervised by the Developmental Specialist

### **GENERAL WORK HABITS:**

**3- Always; 2- Most of the time; 1- Almost never**

All employees are expected to rate at least a **2** on ALL general work habits.

- Being punctual
- Informing supervisor
- Remaining alert and focused
- Requesting assistance
- Getting along with co-workers
- Completing assigned task
- Acting in a professional manner
- Attending training
- Abiding by agency expectations

### **JOB RESPONSIBILITIES:**

1. Implement activities that facilitate the development of valued roles and personal relationships in the community.
2. Teach individuals served skills and create opportunities to learn through the use of supported routines.
3. Assist individuals to perform daily routines.
4. Implement all procedures that ensure the health, safety, and well being of individuals served.
5. Implement all procedures that ensure physical safety and cleanliness of the program.
6. Assist people to access, and/or provide, all needed transportation.
7. Acquire and maintain all required certifications.
8. Review and complete all required documentation.
9. Communicate all pertinent information to all stakeholders.
10. Participate in supervision, team, and other assigned meetings.
11. Maintain all required certifications
12. Perform other related tasks as assigned.

*Please note this is an abbreviated description. A more detailed description is available upon request.*