

**Hernando County School Board
Florida**

FLSA: Non-Exempt, Union

IN-SCHOOL SUSPENSION (ISS) MONITOR

Required Qualifications:

- High school diploma or General Education Diploma (GED)
- A.A. Degree, sixty (60) college credits or a passing score on the ParaPro Assessment Exam
- Experience working with students, preferably in secondary education setting

Desired Qualifications:

- College training in student services areas or education
- Able to establish rapport with students
- Related experience working with students with behavior problems

Performance Responsibilities:

- Supervise and manage the behavior of students assigned
- Maintain a safe and orderly environment for students, conducive to learning
- Provide district approved social skills training, reflection or other appropriate intervention
- Attempt to alter attitudes and behavior of students that cause or aggravate problems
- Keep records of attendance, behavior, and completion of assignments for students assigned
- Work closely with subject area teachers implementing suggested instructional strategies and reporting student progress.
- Assist assigned students, as necessary, with understanding and completion of class work provided by the regular teacher
- When necessary, obtain student assignments for those assigned
- Effectively utilize district technologies appropriate to the position
- Perform other duties as assigned by the principal and/or designee

NOTE: Grading of student work is the responsibility of the teacher.

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Evaluation:

Annual evaluation completed by the principal and/or designee

Terms of Employment:

10-month employment

Salary:

Salary based upon approved salary schedule – Noninstructional Level N

Job Code:

51114

Board Approved: 07/31/12

Revised: