

JOB DESCRIPTION

POSITION: PARAPROFESSIONAL – PLANT NURSERY

JOB REQUIREMENTS:

- Minimum of a High School degree or equivalency diploma preferred.
- At least one year work experience with the disabled preferred.
- Must be able to work in an outside plant nursery environment year-round.
- Must be able to lift a minimum of 50 pounds.
- Must be fluent in English - Required.

SCOPE OF DUTIES:

- Assist in the care, supervision and training of agency clients.
- Work with clients outside in the Plant Nursery to grow and maintain plants.

JOB DUTIES:

- Assist with the development of realistic, behaviorally specific program outcomes that are incorporated into the Annual Report for each client assigned to this position.
- Keeps accurate records and data relating to production, training and habilitation (IEP, Behavior Management, time cards).
- Perform and instruct clients in all nursery duties related to the production/maintenance of plants and the plant nursery workspace.
- Assists in the completion of monthly progress reports and annual state assessments.
- Under the direction of the position's supervisory instructor, carry out sound and creative strategies designed to assist each client assigned to this position to achieve his or her program goals.
- Assist supervisor in carefully monitoring and documenting the success each client assigned to this position has in reaching desired program goals and, where necessary, contribute to modification of existing program objectives and/or the development of new goals.
- Treat each client with the highest degree of dignity and respect and act in a way that optimizes client's right to self-determination and contributes to his or her sense of self-esteem.
- Cooperate with fellow staff, as part of a team effort, to assist each client in maximizing his or her inherent potential.
- Implements behavioral programs and provides the appropriate reinforcement under the direction of the Director of Social Services.
- Works with clients, both individually and in small groups.
- Maintains client confidentiality.
- Performs clerical work as assigned, including paper work.
- Performs other relevant duties as required and assigned.