

## **Holy Trinity Roman Catholic Separate School Division #22**

**Position Title:**            **Nurse Therapist Assistant**

**Reports To:**            **Directly:     Developmental Centre Teacher**  
                                 **Indirectly:   Principal**

### **General Description:**

The Nurse Therapist Assistant, under the direction and supervision of school-based administration and the teacher, shall perform such duties as are assigned by their specific contract and shares the responsibility to foster:

- Academic and personal excellence for special needs students;
- Core Curriculum, resource-based learning and the adaptive dimension;
- Catholic Christian gospel values; in particular, hospitality service, community and stewardship;
- A least restrictive learning environment;
- Parental involvement;
- Confidentiality in the workplace;
- Knowledge, skills and attitudes of special needs education; and
- A positive self-concept of special needs students.

### **Required Education, Knowledge, Qualifications and Experience:**

Post-secondary training and education in a medical field from a recognized institution approved by the Board of Education.

### **Duties and Responsibilities:**

Without restricting the generality of the description above, the Nurse Therapist Assistant shall perform such duties and responsibilities as may be assigned including, but not restricted to the following:

1. Be willing to engage in life-long learning with respect to training, inservice and courses of study.
2. Conduct oneself in a manner appropriate to an educational institution that provides services to children.
3. Deal tactfully with staff, students, parents and the public.
4. Be knowledgeable and supportive of applicable Board policies.
5. Organize and file a variety of classroom materials and educational aids.
6. Supervise students in the classroom, play, lunch or rest area and during recreational activities and outdoor trips on a one-to-one group basis.
7. Under the direct supervision of a teacher, supervise learning activities.
8. Assist in various life skills activities and assist in evaluating progress in those activities.
9. Assist designated disabled students in the development of gross and fine motor abilities and basic life skills by demonstration, physical assistance and manipulation.
10. Exercise judgement in modifying student behavior by restraining, directing, disciplining and rewarding students with pre-established guidelines.
11. Based on the needs of individual students, provide designated disabled students with assistance in

- dressing, eating, toileting and transportation.
12. Under the direct supervision of a teacher, assist students who are deaf by serving as a facilitator of communication between the student and others including teachers, other service providers and peers within the educational program.
  13. Performs such other duties and tasks as may be required due to the specialized nature of students' particular educational program.
  14. Carry out physical therapy and occupational therapy.
  15. Liaison with other agencies as needed.
  16. Keep an accurate record of student progress.
  17. Discuss progress of students with other professional staff and parents/guardians when requested by the Developmental Centre Teacher.
  18. Report concerns with appliances, equipment, medications, health, etc. to the Developmental Centre Teacher.

**Supervision of Staff:**

This position does not involve the supervision of staff.

**Judgement, Teamwork, Independence and Client Contact:**

- At no time should a Nurse Therapist Assistant discuss in public information pertaining to a student. A Nurse Therapist Assistant is expected to respect the confidential nature of the position by avoiding discussion about any topics that are not formally communicated to the public by the administration of the school or the school division. Breaching confidentiality is a serious violation of acceptable conduct.
- A Nurse Therapist Assistant is expected to work independently under the direction of the Nurse Therapist and the Developmental Centre Teacher.
- A Nurse Therapist Assistant is expected to work jointly with other staff, teachers and school based administration on a daily basis.
- Interactions with students, parents and the public in general are to be cordial and respectful at all times.