

COMMUNITY TRAINER-BUS DRIVER  
(BOCES #2)

GENERAL STATEMENT OF DUTIES: Acts as an on-site trainer for special education students in a range of job, recreation/leisure and community facility settings, and transports students to community locations; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Supervisor of Special Education, incumbent serves as a trainer for students in a wide array of life skills in a variety of community settings, i.e., on a job site, at school, at a shopping center, local library, recreation organizations. This position requires direct and intensive involvement with disabled students who have emotional, behavioral and learning problems. This position differs from Job Coach/Bus Driver in that it assists students in settings other than simply a work site.

EXAMPLES OF WORK: (Illustrative Only)

Provides training at school and other community learning sites designated by the program in order to train students as to appropriate behavior in each setting. For example, if at a store incumbent reminds students to make sure they have correct amount of money for purchase;

Provides on-going support and feedback to students regarding performance and behavior at each community learning site. For example, at a job site will do the initial training of student for the job but then "fades out" to allow other employees to work with student when possible. This is to assist students in developing social skills at work;

Conveys to students, using various means including sign language, letter and communication boards, typewriters and computers, the procedures and requirements of community facilities e.g., explains how to check out a book at the local library;

Facilitates communication between staff in community settings and students so that students can make use of community facilities;

Drives bus in order to transport students from school to various community settings;

Performs routine maintenance and upkeep on the bus as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Skill in training disabled students with emotional, behavioral and learning problems; ability to relate to students with disabilities; ability to communicate effectively both orally and in writing; patience; flexibility; resourcefulness; initiative; good judgement; physical condition commensurate with the duties of position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of a high school equivalency diploma and either (a) 6 credits in either special education, psychology or other human services area and two (2) years experience working with youth with disabilities, and one (1) year experience driving a school bus; or (b) thirty (30) credits towards a degree in one of the areas specified above, and one (1) year experience working with youth with disabilities and one (1) year experience driving a school bus; or (c) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT: Possession of a valid operator's license appropriate to the vehicle to be operated.. Drivers must be at least twenty-one (21) years of age.

SPECIAL NOTE: In addition, candidates must indicate a willingness to fulfill all requirements to drive a school bus as set forth in the Rules and Regulations of the New York State Commissioner of Education.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.