

STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: House Parent

Class Code: 70322
Pay Grade: GD

A. Purpose:

Maintains health, safety, and comfort of students by assisting students with their personal hygiene needs, participating in the students' physical and medical programs, participating in the development of Individual Educational Programs (IEP's), assisting in recreational needs, instructing independent living social skills, and performing housekeeping duties to ensure a clean and safe environment for students of the schools for the deaf and visually impaired.

B. Distinguishing Feature:

The House Parent is responsible for seeing to the day-to-day physical needs of the students and may perform minor medical tasks such as foot soaks, and applying lotions. The House Parent Supervisor supervises House Parents in a residential setting and is responsible for the day-to-day activities that occur in a dormitory. These activities are centered around the students' emotional, physical, and social needs as coordinated with the Individual Educational Program (IEP).

C. Functions:

(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions which may be found in positions of this class.)

1. Interacts with students to ensure an individualized skill development program is implemented and documented for each student.
 - a. Plays games or provides group activities with students to develop leisure and social skills.
 - b. Instructs and/or assists students with personal hygiene such as shaving, eating, dressing, and toothbrushing.
 - c. Assists students with recreational therapy activities such as taking walks, swimming, playing catch with a ball, or riding with an exercise bike to develop motor skills.
2. Works with instructors and House Parent Supervisor to write and implement individual student IEP's for Daily Living Skills.
3. Awakens students each morning to ensure students arrive at appropriate area when scheduled.
 - a. Feeds and dresses students.
 - b. Escorts or directs students to destination.
4. Maintains students' clothing and living area by assisting students in developing acceptable living skills.
 - a. Cleans rooms, does laundry, and mends or repairs clothes.
 - b. Instructs students on routine housekeeping duties.
5. Documents behavior of students by listing type of behavior and the frequency of that behavior to assist the professional staff in the development of an appropriate program.

6. Performs other work as assigned.

D. Reporting Relationships:

Reports to a House Parent Supervisor, no subordinates report to this position.

E. Challenges and Problems:

Challenges include implementing programs correctly. This is difficult when dealing with students possessing disabilities.

Typical problems include understanding the problems and behaviors of the students, learning the unique behavior problems of students, maintaining the safety and well-being of students, and breaking up fights either physical or verbal.

F. Decision-making Authority:

Decisions include how to treat minor medical problems, day-to-day physical needs and how best to implement these needs, taking students to activities, when hair cuts are needed, what clothing should be discarded, when to document behaviors, and supplies and repairs needed.

Decisions referred include medical needs, sudden behavior problems, major problems with a program that is in place, and certain questions about behaviors.

G. Contact with Others:

Daily contact with the students, other House Parents, House Parent Supervisor and the instructional staff. Weekly or monthly contact with the students' parents or guardians.

H. Working Conditions:

The House Parent works with deaf and/or visually impaired/multi-handicapped students; deals daily with aggressive behaviors, which leads to physical abuse; and may be required to lift and transport students who are unable to care for themselves.

I. Knowledge, Skills and Abilities:

Knowledge of:

- disabilities of students;
- discipline, illnesses, and safety precautions;
- school regulations, policies, and procedures.

Ability to:

- empathize with students;
- maintain discipline;
- communicate information clearly and concisely;
- deal tactfully with others;
- maintain records;
- react quickly to emergencies.