

TOWN OF MERRIMACK  
PARKS & RECREATION  
1:1 SPECIAL NEEDS AIDE

**JOB SUMMARY:**

This position is primarily responsible for working in a 1:1 or 1:2 setting with a child who has Special Needs. The goal of the person in this position is helping to integrate the assigned child into the Day Camp Program. Requires the ability to be creative in the integration of assigned camper (s); Good character, integrity, adaptability, enthusiastic, friendly and dependable; Achieve assigned camper (s) developmental objectives or Summer I.E.P. (Individual Education Program) goals

**SUPERVISION RECEIVED:**

Works under the Direction of the Day Camp Director

**SUPERVISION EXERCISED:**

Responsible for supervising children to whom they have been assigned.

**EXAMPLE OF DUTIES:**

- Upon hiring will establish direct communications with Special Needs Coordinator and the parent(s) of the camper(s) with special needs.
- Have knowledge of the layout of the camp, its accessibility and challenges.
- Review case history of assigned camper(s) with special needs.
- Attend camp staff training, and keep a journal for communication between yourself and the parents.
- Be aware of the medical needs of assigned camper(s) example: prescribed medications, therapy, etc.
- Supervise and evaluate the appropriate integration of the assigned Special Needs camper responsible for the direct care of said child, example bathroom, dressing etc.
- Understand adaptive equipment and its care, of the assigned camper(s) with special needs.
- Contact Special Needs Coordinator when a health and safety problem occurs, or if the integration procedure for assigned camper needs evaluation.
- Make self available to Special Needs Coordinator and parents who may have concerns, comments or questions.
- Write progress reports, as requested by Special Needs Coordinator.

**KNOWLEDGE, SKILLS & ABILITIES**

- Communicate with assigned camper(s) with special needs and others.
- Communicate and work with groups.
- Provide necessary integration instruction to staff and/or other campers.
- Achieve assigned camper's developmental objectives or Summer I.E.P. (Individual Education Program) goals.
- Identify and respond to environmental and other hazards, related to assigned camper's integrated activities.

- Be aware of the needs of other campers with disabilities.
- Basically follow the child, only stepping in when necessary, and taking a step back whenever possible.

**MINIMUM QUALIFICATIONS REQUIRED:**

- Experience in an inclusive setting preferred
- Current CPR and first aid certificate preferred
- Desire and ability to work with children with disabilities in a camp setting
- Ability to plan, organize, initiate and carry out daily program of assigned camper(s) with disability
- Ability to be creative in the integration of assigned camper(s) with disability
- Good character, integrity, adaptability, enthusiastic, friendly and dependable
- At least 18 years of age

**WORKING CONDITIONS:**

Position works indoors and outdoors on a daily basis

**COGNITIVE & SENSORY REQUIREMENTS:**

Talking: Necessary for effect communicating with others.

Hearing: Necessary for effective communications with others.

Sight: Necessary for performing the job effectively and correctly.

**DURING AN 8 HOUR DAY, EMPLOYEE IS REQUIRED TO:**

Consecutive Hours

Sit 12345678

Stand 12345678

Walk 12345678

**ENVIRONMENT:**

Inside: 50% Outside: 50%

**EQUIPMENT USED:**

Sports equipment, arts & craft supplies, office supplies.

**HAND MANIPULATION:**

Grasping: frequently

Handling: frequently

Torquing: occasionally

Fingering: occasionally

**LICENSURE/CERTIFICATION REQUIREMENTS:**

None

**OTHER TRAINING, SKILLS, & EXPERIENCE REQUIREMENTS:**

**Specific Vocational Preparation Requirements:**

- 1. Short demonstration only.
- 2. Any beyond short demonstration up to and including 30 days.
- 3. 30-90 days.
- 4. 91-180 days
- 5. 181 days to 1 year.
- 6. 1 to 2 years.
- 7. 2 to 4 years.
- 8. 4-10 years
- 9. Over 10 years.

**PHYSICAL ACTIVITY REQUIREMENTS:**

**PRIMARY PHYSICAL REQUIREMENTS:**

LIFT up to 10 lbs.: frequently required  
LIFT 11 to 25 lbs.: occasionally required  
LIFT 26 to 50 lbs.: occasionally required  
LIFT over 50 lbs.: seldom required

CARRY up to 10 lbs.: frequently required  
CARRY 11 to 25 lbs.: occasionally required  
CARRY 26 to 50 lbs.: occasionally required  
CARRY over 50 lbs.: seldom required

REACH above shoulder height: seldom required  
REACH at shoulder height: frequently required  
REACH below shoulder height: frequently required

PUSH/PULL: seldom required

**OTHER PHYSICAL CONSIDERATIONS:**

Twisting: required  
Bending: required  
Crawling: not required  
Squatting required  
Kneeling: required  
Crouching: required  
Climbing: not required  
Balancing: seldom required

**WORK SURFACE(S):**

Indoors & outdoors