



**ADULT EDUCATION PROGRAM
POSITION DESCRIPTION**

North Orange County Adult Education Consortium (NOCRC) position descriptions are Adult Education Program (AEP) specific and supplemental to the North Orange County Community College District's (NOCCCD) approved descriptions.

Workgroup:	DSS
Strategy:	Adult Education Program DSS ARISE lab
Job Title:	ARISE lab Professional Expert

Program Details:

The ARISE lab serves students with Autism, and similar needs, on all three of our campuses. Our Anaheim location has a dedicated room with tools and resources for students to utilize. We have a quiet/calm area for students who may need to get away from the chaos of the busy campus, adult coloring books, fidgets, soft lighting, and other resources for students to access as they need. We also do groups for students that focus on relaxation/stress relief, executive functioning skills, relationships and boundaries, and social skills. Our goal is to meet the students where they are at and provide the resources they need to be successful on campus.

Primary Purpose:

Under the guidance of the DSS counselor for ARISE, meet with students in the ARISE lab to provide support. Help students with issues relating to emotional regulation, stress reduction, stimulus control, appropriate classroom behaviors, and appropriate social boundaries. Meet 1:1 and in groups with students to help them become more successful on campus.

Essential Functions:

Meet regularly with students in the ARISE lab.
Provide 1:1 and group support for students with Autism Spectrum Disorder (ASD), and similar needs, in the ARISE lab.
Support students struggling with emotional regulation.
Provide guidance and support for appropriate college level behaviors and skills.
Facilitate student small groups.
Communicate regularly with DSS director and AEP DSS manager.
Support in classroom outreach and trainings as recommend.

Minimum Qualifications - Education and Experience:

Experience working with students/individuals with ASD.
Associates/College Credits in Special Education or related field, plus experience
Demonstrated commitment to diversity.

Desired Qualifications - Knowledge and Abilities:

Ability to deescalate tense situations.
Knowledge of methods and techniques used to teach appropriate social and behavioral skills.
Ability to provide consistent follow-up.
Ability to establish and maintain effective working relationships with others.
Ability to work without constant supervision
Ability to work with a diverse student and faculty population.
Ability to communicate clearly orally, in writing, as well as understand oral and written directions.



**ADULT EDUCATION PROGRAM
POSITION DESCRIPTION**

Exhibit a knowledge of needs of students with ASD.
Exhibit knowledge of strategies to help students struggling with anxiety, emotional regulation, stimulus control, appropriate classroom behavior, and social skills.
Model strong mentoring and coaching skills
Possess the following personal qualities: organized, dedicated, creative, hardworking, patient, confident, high energy and willing to learn
Thrive in environments that require both structure and flexibility
Must be self-motivated
Demonstrate quick problem-solving abilities