

LAS LOMITAS ELEMENTARY SCHOOL DISTRICT

JOB DESCRIPTION

BEHAVIOR SPECIALIST

BASIC FUNCTION:

Under the direction of the Director or Student Services, provide behavioral services for students with challenging behaviors assigned to a special education and/or general education classroom; conduct functional behavior assessments and develop Behavior Intervention Plans for identified students; consult and support district personnel in the process of implementing Behavior Intervention Plans and strategies for positive student behavior management; participate in Individualized Education Program (IEP), Student Success Team (SST) and individual student team meetings related to behavioral issues and goals; train and provide work direction to classroom support staff; coordinate Applied Behavior Analysis (ABA) services provided to students by private Non-Public agencies; plan and conduct professional development trainings in behavioral programs for staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Consult with school personnel regarding the implementation of strategies, accommodations and modifications in the classroom for identified students with behavioral challenges.
- Provide direct behavioral support services to students to achieve IEP goals in behavior and social pragmatics; plan and provide individual and group behavioral interventions; develop, implement and monitor strategies for positive student behavior management; assist students with learning new adaptive skills to replace challenging behaviors; coordinate Applied Behavior Analysis (ABA) services for students.
- Develop behavioral intervention support plans based on functional analysis assessments; conduct student functional analysis assessments to identify the function of student behavior; recommend alternative behavior approaches or techniques to facilitate the attainment of goals and objectives for individual students; interpret results to staff and parents; collect and analyze behavioral data.
- Prepare written reports regarding individual assessments and progress data using formal, informal and objective measures; develop, modify and coordinate scheduling of behavior intervention sessions for students on caseload; maintain confidentiality of student records.
- Develop and maintain paraeducators schedules; train and provide assistance to classroom support staff as needed during absences.
- Consult with regular and special education staff and parents regarding appropriate behavior intervention strategies.
- Consult with regular and special education staff regarding adaptation of instructional practices for special needs students and to support implementation of effective behavior change and discipline strategies.
- Communicate with teachers, personnel, classroom support staff and outside organizations to coordinate activities and programs, resolve issues and conflicts and exchange information; collaborate with clinicians supporting students developmental and mental health needs in private non-school settings.
- Plan and conduct staff in-services, trainings and special presentations in the areas of behavior disorder management such as crisis prevention and intervention training.
- Coordinate Applied Behavior Analysis (ABA) services provided to students by private non-public agencies; establish direct behavioral supports plans for District students attending private preschools.
- Operate a computer and assigned software programs; operate other office equipment as assigned; drive a vehicle to conduct work as assigned.
- Participate in IEP, SST, and individual student team meetings; develop behavioral and social skills components of IEP's for identified students; provide technical assistance in the integration of positive behavior supports monitor behavior plans as per IEP and in accordance with IEP timelines.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Any combination equivalent to: Master's degree in special education, psychology, social work, counseling or related field and two years' experience providing behavior management support services including designing and implementing Behavior Support Plans. Some experience in an educational environment is desirable.

Licenses and other Requirements

- Valid California Class C driver's license.

DESIRED QUALIFICATIONS:

- Board Certified Behavior Analyst (BCBA) credential.
- Valid California Pupil Personnel Services Credential with authorization in Counseling, School Psychology, or Social Work
- Previous Mental Health Clinician or Licensed School Social Worker
- Master's Degree in Behavior Analysis, Counseling, or Psychology

Knowledge of:

- Applicable Federal and State laws, codes, regulations, policies and procedures relating to Special Education including FAPE.
- Implementation techniques in relation to implementation of crisis management and interventions.
- Development and implementation of professional development training.
- Behavior assessment practices, procedures and methods.
- Behavior intervention strategies relevant to participation in both regular and special education classroom settings
- Individuals with Disabilities Education Act (IDEA)
- Principles and methods of Applied Behavior Analysis (ABA).
- Needs of students with behavior and related disorders.
- Systematic and evidenced based behavior intervention strategies.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- IEP and BIP preparation and implementation methods and procedures.
- Positive behavior intervention supports.
- Record-keeping and report writing techniques.
- Operation of a variety of office equipment, a computer and assigned software.
- Interpersonal skills using tact, patience and courtesy.
- Principles of training, providing support and guidance to assigned personnel.
- Public speaking and presentation techniques.

Ability to:

- Plan, organize, implement and oversee individual behavior programs for assigned students.
- Provide behavior intervention support to students with behavior disorders and related special needs.
- Conduct functional behavioral analysis assessments for identified students.
- Develop, write and implement comprehensive behavior intervention plans for assigned students.
- Prepare and maintain confidential student records and files including behavior data, goals, reports, assessments.

- Train assigned school staff on implementation of behavior plans and behavior intervention strategies.
- Coordinate with IEP team to provide effective behavior support services.
- Analyze situations accurately and adopt an effective course of action.
- Work confidentially with discretion.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Work independently with little direction.
- Maintain current knowledge of technological advances in the field.
- Operate of a variety of office equipment, a computer and assigned software.
- Prepare and conduct presentations and in-service trainings.
- Maintain current knowledge of applicable laws, codes, rules and regulations.
- Plan and organize work.

WORKING CONDITIONS:

Work Environment:

- Indoor/Outdoor/Classroom Environment.
- Driving a vehicle to conduct work.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate standard office equipment and computer keyboard.
- Sitting or standing for extended periods of time.
- Bending at the waist, kneeling or crouching to assist students.
- Seeing to read a variety of materials and monitor student activities.
- Hearing and speaking to exchange information and make presentations.

Hazards:

- Contact with hostile or abusive individuals with unpredictable behaviors.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

Board Approved: 2/14/18; Updated 5/6/22

FLSA Status: Non Exempt