

MAPLE RUN UNIFIED SCHOOL DISTRICT
Job Description

Job Title: In School Support (ISS) Monitor BFA
Location: MRUSD
Job Group: Support Staff
Reports To: Principal

Summary: Provides assistance to the Dean of Students and faculty with all facets of student management at BFA. Liaison between the Dean of Students and faculty for coordinating meetings, implementing strategies for changed behavior, supervision of students in the ISS Classroom as well as helping with the de-escalation of student behaviors as they arise. Focus on using strategies from the Success Model for Behavior when working with students.

Essential Duties and Responsibilities:

1. Work with students to process and gain understanding of behavior that resulted in time away from the classroom and collaborates with students and faculty for the reintegration of students into the classroom.
2. Collaborate with Behavior Specialist in the development of behavior plans for students.
3. Collect, organize, and track data as it relates to student incidences that involve use of the In School Support Room.
4. Implement Crisis intervention and de-escalation of student behavior as it arises.
5. Participate in meetings with meetings with faculty, guidance, Dean of Students and Assistant Principals as needed for all facets of student behaviors.
6. Advocates appropriate support for all students within the school and community.
7. Develop and offer strategies focusing on student success, pro-social skills, and social and emotional learning with students referred to ISS.
8. Collaborate with the substance abuse clinician in supporting student needs as they arise.
9. May perform other tasks as assigned by the supervisor and in accordance with the Master Agreement.
10. Provide behavioral support to students assigned to our Internal Student Support room.
 - a. Communicate with faculty to assure students have work for the time they are assigned to this space.
 - b. Enter attendance on a daily basis of students assigned to ISS.
 - c. Refer students to the administration that are not in compliance with school rules while they are in ISS.
 - d. Work with guidance to ensure students that need emotional support will be provided with those services.
 - e. Regular communication with faculty and administration about students' progress while in ISS.

Supervisory Responsibilities: Responds to the learning needs of assigned student(s) under the direction of the Dean of Students, and Assistant Principal of Student Engagement.

Qualification Requirements: To perform this job successfully, an individual must demonstrate a high degree of interpersonal and communication skills, an acute attention to detail, and demonstrated flexibility and adaptability.

Education and/or Experience: Bachelor of Science degree in education with family studies and/or social work highly preferred, and an understanding of best practice behavior management principles.

Certificates, Licenses, Registrations: LSCI and Behavior Interventionist training preferred.

Language Skills: Demonstrated knowledge of English: meaning and spelling of words, rules of composition, and grammar. Ability to read and write effectively is necessary. Ability to effectively present information and respond to questions from individuals and groups is required.

Mathematical Skills: The ability to understand the basic concepts and applications of arithmetic, geometry and algebra. Must be able to calculate figures and amounts such as proportions, percentages, area, circumference, and volume.

Reasoning Ability: Ability to assess situations, define problems, draw valid conclusions or solutions, and implement decisions. Ability to interpret instructions in various formats.

Other Skills and Abilities: Demonstrated ability to establish and maintain effective working relationships with students and staff. Ability to communicate clearly and concisely both in oral and written form and demonstrate active listening and advocacy skills. Ability to plan, organize and manage time effectively. Ability to perform duties with awareness of all Supervisory Union requirements and Board policies.

Physical Demands: The physical demands described here are typical 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.

While performing the duties of this job, the employee is frequently required to sit, stand, walk, and occasionally bend or kneel. The position requires one to talk and hear. Specific vision abilities required include: close, distance vision, and the ability to adjust focus. The position requires meeting deadlines, and interacting with others. The employee is responsible for the safety, well-being, and monitoring work output of students. The incumbent is expected to lift up to 50 lbs. or more while assisting students in and out of wheelchairs, moving equipment, or carrying books and materials. Some transportation of students may occur. Manual dexterity is required to perform clerical/technology duties.

Work Environment: The work environment characteristics described here are typical of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment varies but is usually quiet. Outside the classroom, the noise level will be moderate to loud.

Terms of Employment: Per Master Agreement

Evaluation: Annually

Date: 12/15/2021

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned. The Board reserves the right to waive the essential requirements contained in this job description.