

# MODESTO CITY SCHOOLS

## JOB DESCRIPTION

### BEHAVIOR INTERVENTION SPECIALIST

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#### **DEFINITION:**

Under the direction of the Senior Director-Educational Services, plan, organize, coordinate and implement District services to assist at-risk students and families with the prevention of behavior that interferes with learning and addresses social and emotional wellbeing.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Plan, organize, coordinate and implement a variety of intervention services for students and families using evidence-based practices to decrease maladaptive behaviors
- Facilitate and implement individual and group interventions including behavioral strategies and emotional control mechanisms for assigned students.
- Monitor behavior of assigned students in accordance with established procedures.
- Monitor student behavior, document activities and progress and support student behavior plans and goals consistent with evidence-based requirements
- Redirect student behavior in accordance with established techniques and procedures; utilize behavior intervention techniques to de-escalate behaviors and provide positive behavior interventions
- Assist in the establishment of clubs that provide leadership opportunities for students.
- Collaborate and confer with administrators, teachers, licensed clinical social workers and other school personnel concerning programs and materials to meet the individual needs of assigned students
- Provide information and materials to assist families in utilizing community services and resources; refer families to local agencies or school services as appropriate
- Provide technical information and assistance to the Director regarding assigned functions; assist in the formulation and development of policies, procedures and programs.
- Prepare and maintain a variety of narrative and statistical reports, records and files related to personnel and assigned activities.
- Communicate with other administrators, personnel and outside organizations to coordinate activities and programs, resolve issues and conflicts and exchange information.
- Operate a variety of standard office equipment including computer and assigned software; drive a vehicle to conduct work as assigned.
- Attend and conduct a variety of meetings as assigned.

#### **OTHER DUTIES:**

- Perform related duties as assigned.

#### **REQUIRED QUALIFICATIONS:**

##### Education and Experience:

- Any combination equivalent to: Bachelor's degree in sociology, psychology or related field and two years experience providing support services with at-risk adolescents in a locked facility, group home or school-based environment.

##### Licenses and other Requirements

- Valid California Class C driver's license.
- Must provide a DMV printout within five (5) work days of offer of employment.
- Maintain participation in CA DMV Assessment System/Automatic Pull Program.

Knowledge of:

- Problems and concerns of students with emotional disorders, learning disabilities, behavior disorders and other special education needs.
- Behavior plans, procedures and goals.
- Non-violent crisis intervention techniques and principles.
- De-escalation techniques.
- Behavioral intervention techniques and conflict resolution practices for students with emotional, behavior or related disorders.
- Oral and written communication skills.
- Principles and practices of training.
- Applicable laws, codes, regulations, policies and procedures.
- Interpersonal skills using tact, patience and courtesy.
- Operation of a variety of standard office equipment including computer and assigned software.

Ability to:

- Communicate effectively both orally and in writing.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Operate a computer and assigned office equipment.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and time lines.
- Work independently with little direction.
- Plan and organize work.
- Maintain records and files.
- Prepare comprehensive narrative and statistical reports.

**WORKING CONDITIONS:**

Work Environment:

- Office 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.

- Hearing and speaking to exchange information and make presentations.
- Dexterity of hands and fingers to operate a computer keyboard.
- Seeing to read a variety of materials.

Hazards:

- Exposure to dissatisfied or abusive individuals.

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.

**Cabinet Approved: 5/3/16**

**Board Approved: 6/20/16**

**FLSA Status: Non Exempt or Exempt**