

Somerset County Public Schools

Job Description

Job Title: Behavior Intervention Specialist
Department: Student Services
Reports To: Mental Health Coordinator
FLSA Status: Exempt
Prepared By: Beth Whitelock/Rachel Abbott-Gray/Tracey Cottman
Prepared Date: December 19, 2016
Approved By: Superintendent
Approved Date: January 17, 2017
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I. Summary – An individual in this classification will build the capacity of the Public School System to establish and sustain a learning component to support the health development of children and establish safe and nurturing learning environments for academic success.

II. Essential Duties and Responsibilities include the following: Other duties may be assigned by the Mental Health Coordinator or the Student Services Supervisor. Primary duties include the following:

- Establishes and facilitates the management of a positive learning environment in PBIS schools.
- Assists with early identification of student mental health needs and provides education to parents, school staff and community members regarding availability of mental health services.
- Promotes the coordination of resources within the County school system for sustainability.
- Responsible for the case-management of students assigned. Triage students in crisis to appropriate referral personnel.
- Completes Functional Behavior Assessments and Behavior Intervention Plans for identified students.
- Provides outreach to parents on the district level to ensure optimum participation; provides needed support to families and makes referrals to community agencies that can assist them with identified needs. Makes home visits as necessary.
- Facilitates Youth Mental Health First Aid Trainings to school staff, parents and community members in an effort to increase mental health awareness and teach appropriate responses to concerns.
- Participates in IEP and LST meetings as requested.
- Performs RAAPS (Rapid Assessment for Adolescent Preventive Services).
- Works with the school leadership team in identifying and implementing evidence-based programs, in addition to helping sustain the Positive Behavior Intervention and Support (PBIS) initiative.
- Works with the school staff in developing in-school interventions. Evaluates and recommends training for staff development to increase the capacity within the school to implement creative interventions in the classroom that will lessen disruption of the learning environments.

- Establishes relationships and works collaboratively with school staff, parents, students and service providers. Is thoroughly knowledgeable of agreements that are established with community service providers and collaborating agencies.
- Responsible for the collection and maintenance of any statistical data deemed necessary by the Mental Health Coordinator.
- Performs data analysis and barriers affecting student achievement such as discipline and grades.
- Helps School Counselor to ensure all students are College and Career Ready.

III. Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

A. Education and/or Experience

Bachelor's degree in Psychology or equivalent human services degree with at least two years' work experience with children and families.

B. Certificates, Licenses, Registrations

Must have a valid driver's license as position requires travel to schools within the district, home visits and other out of town appointments as required.

C. Language Skills

Ability to communicate effectively with and to gain confidence and cooperation of students, parents, and school staff, and community resource people including medical personnel.

D. Mathematical Skills

Must have basic arithmetic skills.

E. Reasoning Ability

Ability to think systematically and understand change processes in the instructional setting.

F. Computer Skills

Must have working knowledge of Microsoft Office software.

G. Other Skills and Abilities

Ability to assume a leadership role within an educational system and to lead meetings as required.

H. Other Qualifications

Must obtain knowledge of the principals and practices of child development and understanding of ages and stages of behavioral and learning ability; knowledge of the principles and practices of mental health counseling and family support with experience in care management with families; and knowledge of educational systems-organizational and operational structures.

IV. 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.

While performing the duties of this job, the employee is regularly required to talk or hear. The Employee is frequently required to sit and use hands to finger, handle, and feel. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and ability to adjust focus.

V. Work Environment

The work environment characteristics described here are representative 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 is usually moderate.