

DELRAN TOWNSHIP SCHOOL DISTRICT

Behavioral Specialist

Reports to: Director of Student Services

Job Goal: Provide effective positive behavioral change in students; providing supportive interventions to families and/or students; and complying with Federal, State, County and District policies, regulations and/or procedures.

Terms of Employment: 12 month per negotiated agreement

Essential Duties and Responsibilities:

- Assists in developing interventions, functional behavior assessments and behavior plans for the purpose of providing a safe and effective educational environment for students with challenging behaviors.
- Administers programs and services for students for the purpose of improved functioning and ensuring program eligibility and compliance with established guidelines.
- Assists in developing procedures and training materials for district staff involved with students with challenging behaviors for the purpose of enhancing programs for students and ensuring that program operations are in compliance with established guidelines.
- Conducts workshops, training, in-service presentations, etc. in classroom management techniques and other topics for the purpose of developing skills and establishing effective relationships with students, within and outside the district. This may include but not limited to meetings/workshops within and outside of the district related to field of expertise.
- Participates in a variety of meetings, workshops and committees for the purpose of conveying and/or gathering information required to perform functions and remaining knowledgeable with program guidelines.
- Acts as liaison to groups within and outside of the district for the purpose of supporting individual student development goals.
- Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating programs and service; and operating within a defined budget. Utilization of some resources from other colleagues is often required to perform the job's functions. There is some opportunity to impact the organization's services.
- All other duties as assigned by your immediate administrator and/or Superintendent.

Supervisory Responsibilities:

Monitors pupil's IEP and behavioral plans.

Qualification Requirements:

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

Education and /or Experience:

Minimum of two years of job related experience within a behavioral related field is required.
Bachelor's degree in job related area, i.e, teacher, school psychologist, social worker, school counselor

Certificates, Licenses, Registrations:

Current NJDOE professional certificate; Eligible for Board Certified Behavior Analyst (BCBA) certificate

Language Skills:

Ability to read, analyze, and interpret general business, periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals and to effectively present information and respond to questions from groups of people.

Mathematical Skills:

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situation.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with severe abstract and concrete variables.

Other Abilities:

- Skills are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions.
- Specific skill-based competencies required to satisfactorily perform the functions of the job include: analyzing data; effective listening; facilitating meetings; monitoring activities; planning; problem solving; record keeping; training; and office practices.
- Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: age appropriate activities/behaviors; codes/laws/rules/regulations/policies; community resources; English grammar/punctuation/ spelling/vocabulary; and treatment modalities and assessment.
- Ability is required to schedule a number of activities, meetings, and/or events; gather, collate, and/or classify data; and consider a number of factors when using equipment.
- Flexibility is required to work with others in a variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with a variety of data; and utilize job-related equipment.
- Problem solving is required to analyze issues and create action plans.
- Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is limited to moderate.
- Specific ability-based competencies required to satisfactorily perform the functions of the job include: adaptability/flexibility; communication with persons of diverse backgrounds/knowledge/skills; confidentiality; decision making; detail oriented; leadership and direction; meeting schedules/deadlines; organizing; and teamwork.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function 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 will regularly sit, walk, and stand. Specific vision abilities required by this job include close vision.

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 quiet.

Evaluation:

Performance of this job will be evaluated annually in accordance with state law and the provisions on the Board's policy on evaluation of certificated personnel.

APPROVED BY THE BOARD OF EDUCATION: JUNE 11, 2013

