

SCHOOL DISTRICT OF SARASOTA COUNTY

JOB DESCRIPTION

EXCEPTIONAL STUDENT EDUCATION BEHAVIOR SPECIALIST

SALARY SCHEDULE: INSTRUCTIONAL

COST CENTER: DISTRICT-WIDE

QUALIFICATIONS:

- (1) Bachelor's Degree from an accredited educational institution. Master's Degree preferred.
- (2) Certification in Exceptional Student Education K-12, [Variable] Varying Exceptionalities K-12, Emotionally Handicapped or School Psychology and a minimum of one core content area, appropriate for grades represented at school site.
- (3) Minimum of three (3) years successful teaching experience with emotionally handicapped or varying exceptionalities, preferred.
- (4) Willing to participate in additional job-related training as directed by the Principal or appropriate District Administrator.
- (5) Board Certified Behavioral Analyst, preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of laws, rules and policies governing Exceptional Student Education (ESE) and students with disabilities. Knowledge of legal and procedural issues related to students with disabilities. Knowledge of crisis intervention and prevention practices and procedures. Knowledge of behavior management techniques. Skill in communicating effectively orally and in writing. Ability to provide consultation and advice to teachers and other school personnel to improve the behavior of targeted students. Ability to interact effectively with students, agency personnel and school personnel. Ability to maintain confidentiality.

REPORTS TO:

Principal / Assistant Principal or Cost Center Head

JOB GOAL

To apply professional skills to work with staff and students to improve behavior and enable students to be successful in the school setting.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Serve as a member of the Student Study Team for staffings, assessment planning and placement of students with special needs.
- * (2) Assist in the development and implementation of Individual Education Plans (IEPs) for identified students.
- * (3) Serve as a member of the school-based crisis intervention team.
- * (4) Work with administration to develop and maintain discipline and handle discipline referrals.
- * (5) Meet with parents and guardians to implement specially designed Behavior Intervention Plans.
- * (6) Serve as leader of Behavior Assessment / Intervention Team to conduct functional behavior assessments as required by law.
- * (7) Communicate regularly with school administration regarding the needs of students, staff and parents.

EXCEPTIONAL STUDENT EDUCATION BEHAVIOR SPECIALIST (Continued)

- * (8) Serve as a resource for ESE and regular teachers.
- * (9) Serve as a member of the School Manifestation Team.
- * (10) Use appropriate technology to enhance record keeping and quick retrieval of student information.
- * (11) Assist staff in the development and application of behavior management techniques and strategies.
- * (12) Assist in the implementation and maintenance of District-wide behavior programs.
- * (13) Assist in campus security.
- * (14) Assist staff in the identification of students who are experiencing difficulty academically or behaviorally and assist in developing positive interventions to address specific problem areas.
- * (15) Implement a system of program accountability.
- * (16) Recognize overt indicators of student distress or abuse and take appropriate intervention, referral or reporting actions.
- * (17) Meet with instructional and support staff as needed to facilitate delivery of behavioral services for students with disabilities.
- * (18) Participate in inservice and training to keep abreast of current trends and best practices in assigned areas of responsibility.
- * (19) Provide consultation and training to instructional staff.
- * (20) Stay abreast of Department of Education rules and regulations.
- * (21) Submit accurate reports in a timely manner and maintain all appropriate records.
- * (22) Maintain confidentiality of student records and information.
- * (23) Maintain effective interpersonal relationships and communication with students, parents, school personnel and the community.
- * (24) Ensure that student achievement is continuous and appropriate for programs and age group. Indicators may include: placement, case history and follow-up reports, standardized tests, documented parent participation, analysis reports, student study team reports and student academic and/or discipline records.
- * (25) Ensure that ESE students are placed in the least restrictive environment.
- (26) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

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

Job Description Supplement No. 06

*Essential Performance Responsibilities