

SSS: Behavior Specialist

<u>Reports to:</u>	Principal
<u>Supervises:</u>	None
<u>Term of Employment:</u>	10 months
<u>Salary:</u>	State Salary Schedule plus Local Supplement
<u>FLSA Exempt/Non-Exempt:</u>	Exempt

- Qualifications:**
- North Carolina Licensure in the following areas: Teaching, Student Services, School Counseling, School Psychology, and/or Social Work
 - Interpersonal skills when dealing with students, parents and staff
 - Ability to prepare and make effective presentations promoting programs within the school
 - Ability to analyze data regarding the effectiveness of programs and initiatives within the school
 - Experience in creating and supporting social clubs and programs within a school
 - Experience in creating interventions and behavior plans for at-risk students

Essential Job Functions:

- Assists in developing interventions and behavior plans for the purpose of providing a safe and effective educational environment for students with challenging behaviors
- Establishes steps and procedures for handling challenging students and standards for conduct
- Provides social skills instruction to students utilizing research-based strategies
- Maintains frequent, meaningful parental communication and develops proactive partnerships between the student/parent and school to support academic achievement and pro-social behaviors
- Assists in developing procedures and training materials for 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 with behavioral challenges
- Completes all reporting requirements as mandated by the district, state, federal, and educational agencies
- Mentors and counsels at-risk students and students in need of additional staff support
- Demonstrates knowledge of various methods of data collection and subsequent analysis and interpretation for data to drive appropriate behavioral interventions
- Serves as a positive role model for students and models professional and ethical standards
- Performs other duties and responsibilities as assigned by supervisor

SSS: Behavior Specialist

Physical and Cognitive Requirements:

The major physical and cognitive requirements listed below are applicable to this job classification within Moore County Schools.

Work in this classification is considered **light physical work** requiring the exertion of up to 20 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects.

Must be able to:

- prepare, read and comprehend a variety of job related forms, reports, spreadsheets, maps, plans, records, documentation and correspondence in all languages required by the job
- understand and conform to all rules of punctuation, grammar, diction and style
- speak to individuals or groups of people with poise, voice control and confidence
- respond adequately to inquiries or complaints
- write using standard convention in all languages required by the job
- apply principles of logical or scientific thinking to define problems, collect data, establish facts and draw valid conclusions
- apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form
- communicate effectively and efficiently in all languages required by the job using whatever communication device or system is required (telephone, Braille)
- use/interpret job related terminology, mathematical formulas and functions effectively and efficiently
- deal with people beyond giving and receiving instructions
- perform under stress, deal with persons acting under stress and adapt when confronted with emergency situations
- be sensitive to cultural difference among individuals and groups of persons
- operate a motor vehicle
- operate a variety of automated office machines and other office equipment
- operate/use a variety of printing/graphic arts machines
- operate/use a variety of audiovisual/electronic machines and devices
- operate/use a variety of communication machines/equipment/devices
- operate/use a variety of job specific machines/equipment