

# MONTEREY COUNTY OFFICE OF EDUCATION

## BEHAVIORAL SPECIALIST

**CLASSIFICATION:** Classified

**SALARY LEVEL:** 39

**WORK YEAR:**

### **DEFINITION:**

Under the limited direction of the Behavior Analyst, the Behavioral Specialist shall assist the itinerant Behavioral Support Assistance Support Program in working with students with serious and maladaptive behavioral problems in order to increase their ability to participate and benefit from classroom instruction; assist the team in collecting student data and assist in developing appropriate classroom behavioral and individual student behavioral plans in order to meet the educational needs of the student(s).

### **SUPERVISOR:**

Behavior Analyst

### **QUALIFICATION REQUIREMENTS:**

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

**MAJOR DUTIES AND RESPONSIBILITIES:** The following is a list of duties that is representative of the position that includes but is not limited to:

- Integrates as a team member on the Behavioral Assistance Support Program
- Works collaboratively with staff from Special Day Class Programs
- Models and assists with behavior emergencies utilizing skills associated with de-escalation and crisis intervention techniques such as CPI or Handle with Care
- Implements and models the different prompting levels associated with skill acquisition
- Models and assists in the development and implementation of reinforcement strategies
- Models and assists with the development and implementation of visuals, data collection, prompting and classroom organization and management
- Monitors and evaluates student progress and completes records accurately
- Maintains records and files for the purpose of documenting required and pertinent
- Objectively observes behaviors and collect data to support the observations
- Assists the team in determining appropriate schedules
- Assists in the development and modeling of student progress review
- Drives a County vehicle to various locations to provide required services
- Assists in developing and presenting inservice training

### **OTHER DUTIES:**

Performs other job-related duties as required

## **PHYSICAL AND MENTAL CHARACTERISTICS:**

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines and classroom equipment; vision sufficient to read printed materials; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone and addressing groups of students; physical agility to push/ pull, squat, twist, turn, bend, stoop and to reach overhead, sit on floor, climb and move quickly or run after a child in an emergency situation; physical mobility sufficient to move about the work environment (office, district, from school or home site-to-site), drive a vehicle, and respond to emergency situations; physical strength sufficient to lift a student weighing 45 pounds and more with a two-person lift; physical stamina sufficient to stand or walk throughout student recess periods; physical, mental and emotional tolerance to be exposed to noise generated by students in an enclosed environment; physical tolerance to be exposed to dust pollen specific agents/ chemicals, cleansers, and foul smells; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

## **REQUIRED QUALIFICATIONS:**

### **Education and Experience:**

- Any combination of education equivalent to a high school diploma.
- Two (2) years' experience working in an educational setting with students who need significant behavior interventions such as students on the Autistic Behavior Spectrum (ABS)

### **Knowledge of:**

- K-12 Curriculum Standards
- General concepts of child growth and development and child behavior characteristics
- Techniques used in behavior modification and motivation programs
- Crisis intervention techniques
- Escalation Cycle Management Plans and Behavior Intervention Plans
- Student testing and testing procedures
- Routine recordkeeping
- First Aid and CPR
- Universal Health precautions
- Principles of Applied Behavior Analysis (ABA)

### **Skills and Abilities:**

- Create Behavior Intervention Plans
- Implement Escalation Cycle Management Plan in response to maladaptive behaviors
- Collect data necessary to monitor goals associated with behavior plans as directed by the Behavior Analyst
- Establish and maintain cooperative relationships with those contacted in the course of work
- Communicate in English clearly and concisely, both orally and in writing
- Demonstrate understanding, patience, a positive attitude and genuine interest in working with students with disabilities
- Physically participate in activities outside the classroom such as: vocational training, mainstreaming, recreational activities and field trips
- Perform appropriate First Aid and CPR when necessary

- Use correct procedures for lifting and correctly positioning on/in specialized equipment used by student
- Operate a variety of office machines including computers
- Operate a vehicle safely
- Exercise reasonable judgment in unusual circumstances
- Provide specialized health care procedures as outlined by State regulations (training will be provided)
- Work both independently and function effectively within a team setting while demonstrating leadership qualities
- Be flexible with a positive attitude and possess excellent interpersonal skills
- Learn and perform specialized instructional procedures
- Plan, formulate and execute procedures and directives, including clerical in accordance with assigned duties
- Handle information in a discreet and confidential manner
- Learn and perform specialized reading, math and technology procedures
- Assist students with computers, reading and math skills at various levels
- Analyze situations accurately and adapt an appropriate, effective course of action
- Function on itinerant teams

**Desirable Qualifications:**

- Registered Behavior Technician through Behavior Analyst Certification Board (BACB)

**Licenses and Certifications:**

- Possession of an appropriate valid California Driver's License with evidence of insurability
- Complete approved MCOE Crisis Intervention Program within 60 days of employment and maintains valid certification
- First Aid and CPR Certification within six (6) months of employment

**Available Pay Stipends:**

- There is a 5% pay differential for bilingual and bi-literate proficiency in a second language, including Spanish, Sign Language and Braille as certified by MCOE