

## **JOB DESCRIPTION**

### **Pleasanton Unified School District**

#### **Behavior Specialist**

##### **Purpose Statement**

To provide behavior analysis, management for district students enrolled in educational programs, and to provide support and professional learning to administrators, school site staff and parents/guardians in appropriate behavior intervention techniques under the direction and supervision of the Director of Special Education.

##### **Essential Functions**

1. Provide training seminars for paraeducators and provide ongoing monitoring of paraeducators skill development.
2. Perform a variety of specialized duties in the monitoring, analysis, and service of identified students with behavioral challenges. Ensure educational programs meet the intensive and changing needs of students, and establish and maintain behavioral goals and objectives for individual students.
3. Observe and analyze student behavior in the classroom: assess classroom structure, review students goals, behavior programming, and behavior management systems.
4. Provide consultation and technical assistance to faculty, staff, and families concerning behavior management systems.
5. Conduct data-driven Functional Behavior Assessments (FBA) and create and implement detailed and concise Behavior Intervention Plans (BIP). Maintain quality control over behavior and social based goals in the students' Individual Education Programs (IEP).
6. Provide data collection and assessment relating to the development of positive behavior intervention plans
7. Provide direct individual and group-based behavior therapy and social skills facilitation.
8. Develop, implement, and conduct training for staff; prepare and deliver oral presentations; and prepare and distribute related training and informational materials.
9. Participate in the development and implementation of behavior management communication systems, methodologies, and techniques.
10. Communication between outside agencies, families and the public to exchange information, maintain quality control of services, coordinate activities, and resolve issues or concerns.
11. Monitor, evaluate, meet and regularly communicate with parents, classroom and district staff on student progress and behavior as it relates to behavioral systems.
12. Assist with implementing intervention to support students in meeting their IEP goals.
13. Prepare summary of behavior progress and attend IEP meetings, as appropriate.
14. Design forms for data collection and progress monitoring.

##### **Other Functions**

Attend workshops/conferences to remain current with relevant research and strategies.

Follow professional guidelines/ethics/ongoing training pertaining to the Behavior Analyst Certification Board.

Perform related duties as assigned.

##### **Job Requirements: Minimum Qualifications**

###### **Skills, Knowledge, and Abilities**

SKILLS and KNOWLEDGE are required in the following areas: Child development, positive reinforcement techniques, behavior interventions, applied behavior analysis, and clinical interventions for students and families; classroom structures and hierarchy of academic standards related to goal writing; developmental disabilities, emotional disturbance, and other behavior challenges in children preschool to 22 year of age; generally accepted evidence-based behavior intervention protocols; applicable laws, codes, regulations, policies, and procedures; generally accepted standards of health and sanitation; case management principles, organization, record keeping practices and procedures.

ABILITY is required to apply behavior-based techniques and various social facilitation strategies; write functional behavioral assessments and behavior intervention plans; modify curriculum effectively to meet the student's needs; design and implement effective behavior intervention (including, but not limited to, ABA) related data collection, service development, monitoring and report writing; use strong problem solving skills to collaborate positively with a wide variety of team members within the established schoolwide culture of the varying sites; provide consultation to general and special education staff, parents and students; establish and maintain effective working relationships with parents, students, staff and community agencies; plan, prioritize work and schedule all required students and meetings on a weekly basis; work in an engaging, high energy, fast paced setting; maintain accurate records and files; work confidentially with discretion; maintain good professional boundaries including no conflict of interest. Able to conduct verbal conversation in English or other designated language, to hear normal range verbal conversation (approximately 60 decibels), to stand and walk, to operate a motor vehicle, to squat, twist, stoop, kneel, and bend, to sit for sustained periods of time, to climb slopes, stairs, steps, ramps, and ladder, to lift up to fifty (50) pounds frequently and occasionally up to sixty (60) pounds, to exhibit full range of motion for shoulder external rotation and internal rotation, full range of motion for shoulder abduction and adduction, full range of motion for elbow flexion and extension, full range of motions for shoulder extension and flexion, full range of motion for back lateral flexion, full range of motion for hip flexion and extension, full range of motion for knee flexion, able to demonstrate manual dexterity necessary to operate computer keyboard and other required equipment or tools in a safe and effective manner.

### **Working Environment**

Indoor, office, community and classroom setting; moderately stressful work environment; exposure to hot, cold, wet, or windy conditions caused by weather may also occasionally be experienced; visual ability to read handwritten or typed documents and the display screen of various equipment and machines including a computer monitor; mental acuity to perform the essential functions of this position in an accurate, neat, timely and efficient fashion.

### **Experience**

Minimum of three (3) years prior experience in Applied Behavior Analysis case management and consultation in a clinical or educational setting.

### **Education**

Master's degree in Psychology, Social Work, Clinical Psychology (focus in Applied Behavior Analysis required), Speech, and/or Education.

Board Certified Behavior Analyst (BCBA) certification or in the process of receiving BCBA certification.

### **Required Testing**

None Specified

### **Certificates & Licenses**

First Aid/CPR

Valid California Driver's License

### **Continuing Educ./Training**

None Specified

### **Clearances**

Criminal Justice Fingerprint/Background Clearance

TB Clearance

### **FLSA Status**

Non Exempt

### **Approval Date**

August 14, 2018