

# BERKELEY COUNTY SCHOOL DISTRICT

## JOB DESCRIPTION

**TITLE:** Behavior Specialist

**FLSA:** Exempt

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### **GENERAL SUMMARY**

Under general supervision assists in ensuring that the district **Vision, Mission** and **Goals** are achieved and provides leadership in the planning and improvement of special services and special education for the school district. Behavior Specialist will report to the assigned principal and in collaboration with the Director of RBHS and/or Director of Special Services.

### **ESSENTIAL FUNCTIONS**

With guidance and support from the Special Services Coordinator and/or the Director of Special Services:

Provides direct services to students receiving special services to reduce maladaptive behaviors;

Improves student interaction styles/problem-solving/coping strategies and increase student learning;

Collaborates with school staff members;

Provides professional development on research based strategies for appropriate personnel and follow-up consultation; and

Assists to enable students to successfully transition to a less restrictive placement.

### **JOB SPECIFICATIONS**

#### **Education and Experience:**

Minimum of a Bachelor's Degree from an accredited university or college in Psychology, Counseling, Social Work, or a related field to include, but not limited to Criminal Justice, Rehabilitative Counseling, Elementary or Secondary Education and who demonstrates the theoretical and/or practical knowledge of treatment of emotional and behavioral child and adolescent disturbances. Master's degree and Licensure in one of the following areas: Licensed Professional Counselor, Licensed Master Social Work or Licensed Independent Social Worker Clinical Practice is preferred.

Prefer an individual who has a minimum of three years of experience working with a population of students with special needs and one that has a strong history of independent problem-solving regarding complex cases.

#### **Knowledge:**

Knowledge and experience in the areas of group counseling techniques, individual counseling, and crisis management.

#### **Skills/Effort:**

Ability to work collaboratively as a team member with families, educators, paraprofessionals, and community agency personnel, especially in the areas of IEP team meetings, Individual Plan of Care

development, and other necessary meetings that may be relevant to the social emotional needs of the targeted served students.

Must have the ability to operate general office equipment in the performance of daily activities; ability to identify student's progress and needs; ability to interact in an effective manner with building level administration, teachers, district staff, parents, etc.; ability to prepare and maintain required records and reports as required by Medicaid guidelines, policies and procedures; ability to provide evidence based and best practice services; and the ability to use technology to enhance communication and delivery of support documents

Must possess excellent organization skills and strong writing skills in efficiently documenting and managing behaviorally oriented data in the development of Diagnostic Assessments, Individual Plan of Care, Progress Summaries, and Clinical Service Notes within Medicaid guidelines and time frames.

**Working Conditions:**

Physical demands are restricted to general office activities requiring movement/lifting items weighing up to 35 lbs. Routine local travel required and occasional overnight travel required. Job requires ability to work under a degree of stress related to duties that require considerable attention and meeting deadlines. Duties of the job require frequent use of a computer monitor and related equipment. Berkeley County School District is a smoke free district.

**Responsibility:**

Budgetary responsibility as assigned

**DISCLAIMER STATEMENT**

This job description is not intended as a complete listing of job duties. The incumbent is responsible for the performance of other related duties as assigned/required.

SIGNATURE:

\_\_\_\_\_ Date: \_\_\_\_\_