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8/2/20

**THE PUBLIC SCHOOLS CITY OF BURLINGTON NEW JERSEY
NOTICE OF VACANCY**

TITLE: Behavior Support Assistant – Captain James Lawrence Elementary School

RESPONSIBLE TO: Principal/Superintendent

QUALIFICATIONS:

1. Bachelor's Degree
2. Experience in Behavior Intervention Plans, Positive Behavioral Supports, Individual and Group Counseling Techniques, Parenting Programs, I&RS, Knowledge of Social Service Agencies, Anger Management Counseling, Mediation, and Social Emotional Learning
3. Must be a NJ Resident under NJ First Act
4. Must pass required criminal history check and proof of U.S. citizenship or resident alien status

PREFERRED QUALIFICATIONS:

1. Master's Degree in Behavior Analysis, Clinical Psychology, Emotionally Handicapped, Mentally Handicapped, Behavior Psychology, Social Work or Related field
2. Experience in a like position preferred

JOB GOAL:

This employee is responsible for reviewing student discipline referrals, implementing and supporting the Student Handbook/Code of Conduct, communicating with administration, teachers, parents, and students regarding infractions and consequences. Additionally, this employee is responsible for generating and implementing programs to remediate behavioral and social problems for students with repeated discipline referrals. He/she must be available for consultation to school personnel and parents.

PERFORMANCE RESPONSIBILITIES:

1. Planning:
 - a. Designing programs for these students that are consistent with the total educational philosophy and goals of the district.
 - b. Continuing professional growth through educational meetings, visiting related facilities, reading professional literature, and exchanging ideas among the district staff.
 - c. Working in coordination with teachers and administration in planning and developing interventions.

- d. Working as a team member in the development and implementation of mainstreaming procedures.
 - e. Serve on the Universal and Advanced Tier Teams of the New Jersey Positive Behavior Support in Schools Program at Smith School.
2. Providing Services to Students:
 - a. Participating as a team member in the identification of social/behavioral problems.
 - b. Provide support for all students, general and special education.
 - c. Designing, implementing, and following up on behavioral management programs for students to remediate behavioral and social problems.
 - d. Participating in the development of the individual educational programs.
 - e. Participating as a team member in the evaluation of student progress.
 - f. Providing individual and group counseling to students on a regular basis to include socialization activities (e.g., reality therapy, play therapy, etc.).
 - g. Developing and maintaining psychosocial and behavioral data on students.
 - h. Assisting other professionals with student crisis intervention.
3. Providing Services to Teachers:
 - a. Planning and conferring with the classroom teacher of the students concerning any behavioral, social, or personal problems affecting the students.
 - b. Provide support for teachers with students in the classroom.
 - c. Developing and conducting in-service activities regarding techniques for remediating behavioral, social or personal problems of the students.
 - d. Assisting teachers with the development of crisis prevention plans.
 - e. Providing training for paraprofessionals with programs in the areas of behavior management skills and effective education.
4. Providing Services to Parents:
 - a. Coordinating and conducting individual parent education and counseling sessions.
 - b. Assisting parents in locating and obtaining community resources which are available.
 - c. Updating and maintaining information concerning parent training.
 - d. Assisting in developing and maintaining home-school relations in crisis situations.
5. Reporting:
 - a. Assisting in the development and implementation of reporting systems to parents.
 - b. Completing reports for appropriate local and state agencies.
 - c. Participating as a team member in referring those students who require further evaluation or follow-up services to the appropriate school personnel or community agencies.

6. Other:

- a. Assisting with the development and maintenance of program evaluation procedures.
- b. Assisting with team problem-solving with other behavioral specialists, agency personnel, and other professionals on a regular basis.

SALARY: To be determined by the City of Burlington Board of Education.

EFFECTIVE: 2020/2021 School Year

APPLICATION:

Interested candidates may apply via Applitrack under the employment link on our district website-www.burlington-nj.net (Employment Opportunities)

Sherry Knight, Principal
Captain James Lawrence Elementary School

Applications will be accepted until the position is filled.

PLEASE POST

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