



Coach, Positive Behavioral Interventions and Supports (PBIS)

Reports to:	Director of Student Relations	FLSA Status:	Exempt
Department:	Student Relations	Structure/Grade:	Unified 121
Division:	Wrap Around Support	Workdays:	246
Retirement:	Teachers Retirement System		

Position Summary

Provides guidance and support to schools in the implementation of Positive Behavioral Interventions and Supports (PBIS), including coordinating training, assisting with readiness plans, and linking teams to resources. This role requires expertise in the field and the ability to operate with limited oversight.

Essential Job Duties

- Provides program evaluation by analyzing school data, monitoring the completion of evaluation activities by schools, and presenting results to District leadership.
- Develops Positive Behavioral Interventions and Supports (PBIS) for school-level coaches through facilitating team meetings, mentoring new coaches, and serving as a liaison between school coaches and the District leadership team.
- Works with administrators and teachers in existing PBIS schools to ensure the ongoing implementation and development of a self-sustaining system for intervention and support activities.
- Participates actively on the District PBIS leadership team, communicating updates on progress and collaborating with administrators of PBIS schools.
- Trains staff in the use of school-wide data collection systems and provides ongoing technical support along with data analysis assistance.
- Offers professional learning activities appropriate for school staff development needs.
- Attends training sessions provided by Georgia Department of Education (GADOE) as well as other required District meetings.
- Organizes training opportunities for administrators and teams based on identified needs or gaps in knowledge or skills.
- Engages closely with a wide variety of partners to achieve goals, including, but not limited to, the Regional Educational Service Agencies (RESAs), higher education institutions, and state agencies.
- Serves as an internal subject matter expert, providing guidance to colleagues as required.
- Completes complex analysis related to job functions, recommending solutions that involve consideration of multiple variables to enhance effectiveness.



- May provide guidance and coach others.
- Performs additional duties as assigned.

Qualifications

- Bachelor's Degree in Special Education, Behavioral Science, Human Services, or a related field with 5 years of relevant experience required.
- Valid Georgia Professional Standards Commission approved certificate in Special Education, Behavioral Science, or related field at level SRT-5, SRS-5 or above is preferred.

Knowledge, Skills, and Abilities

- Ability to ensure compliance with educational standards and regulations while managing tasks effectively under pressure with competing deadlines.
- Proficiency in data analysis and interpretation
- Ability to work independently with limited oversight
- Ability to manage standard projects, programs, or processes
- Ability to manage own time and complete tasks in alignment with end goals
- Effective oral, written, and interpersonal communication skills, and the ability to adapt communication style to differing audiences
- Ability to enhance relationships with senior internal and external partners not familiar with the subject matter
- Excellent decision-making skills and the ability to exercise independent judgment
- Ability to manage stress effectively
- Superior organizational skills and strong attention to detail
- Ability to think critically and solve problems

Physical Demands and Work Environment

- Constantly required to exchange accurate information.
- Constantly operates a computer and other office machinery.
- Constantly observes details at close range.
- Frequently remains in a stationary position.
- Occasionally moves about inside an office.
- Occasionally moves office equipment weighing up to 25 pounds.
- Constantly works in an indoor environment.

Disclaimer: Information contained within this position specification only summarizes information for interested individuals. The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position. If there is a discrepancy between the information in this position specification and the current documents obtained in the Division of Human Resources, the latter will always govern. The DeKalb County School District reserves the right to modify, alter, or discontinue these reference materials for any reason.

Reviewed/Revised: 12/11/2025



By signing below, I agree that I have read and understand the requirements and the essential functions of this position.

Employee: _____ Date: _____

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Reviewed/Revised: 12/11/2025