



Genesee Intermediate
School District

Genesee Intermediate School District
Human Resources and Operations

Employee Job Description

Job Title:

Behavior Support Specialist

Job Summary:

The Behavior Support Specialist assists students whose emotional/social needs interfere with their ability to obtain maximum benefit from the educational program. Acts as liaison between parents/guardians, school, and public and private agencies responsible for student care and services.

Essential Duties (May include, but not limited to):

1. Provides consultation and training to teachers and administrators regarding students with behavioral and/or adjustment problems.
2. Provides consultation to parents/guardians regarding family and community adjustment.
3. Serves as liaison between the school and outside social agencies when appropriate.
4. Makes home visits for family consultation and evaluation.
5. Makes regular school visits according to established schedules.
6. Helps teachers and principals regarding students with adjustment needs.
7. Assists in the development of student behavior management plans and functional behavior assessments utilizing evidence-based practices.
8. Collects data regarding behavioral intervention plans and services provided to students with disabilities.
9. Provides direct services to students that have been determined eligible as impacted by an emergency proclamation concerning drinking water within the city of Flint.
10. Maintains appropriate confidential records on each student referred.
11. Consults, counsels, and collaborates with parents, school personnel, students, and appropriate community agencies regarding behavioral and educational concerns developed in a multi-tiered system of support.
12. Consistently models Win-Win leadership.

Other Duties:

1. May travel to and from district sites, constituent school districts, and student homes as assigned.
2. Represents the district on various community services agencies and professional organizations as appropriate to the assigned area.
3. Performs other related duties as assigned.

(Continued on next page)

Behavior Support Specialist

Page 2

Qualifications:

Education:

Full approval as school social worker through the Michigan Department of Education, Approval as a School Counselor, or Board-Certified Behavior Analyst (BCBA).

Experience:

None required; successful experience supporting children's social emotional development preferred.

Skills/Other:

Skilled in interviewing, individual, and group treatment techniques. Demonstrated initiative and understanding in working with students, parents/guardians, teachers, and staff. Excellent verbal, written, and interpersonal communication skills. Ability to solve problems logically and effectively, to work independently, to manage multiple tasks with results, and demonstrate effective time management skills. Ability to utilize district technology and work to maintain proficiency, as required skillsets change with technology and/or the needs of the district. Punctuality and good attendance are requirements for the position. Ability to work a flexible workday, work week, and work year. Ability to work effectively as a team member. Demonstrated mental/physical ability and stamina for meeting the essential duties of the position. Discretion with confidential information. Ability to maintain a calm, poised, and professional image at all times. Demonstrate honesty, integrity, and professionalism at all times. Ability to exercise good judgment and make decisions in accordance with board policies and administrative guidelines.

Special Job Considerations:

Certification: Required

Type of Certification: Eligible for full approval as school social worker through Michigan Department of Education, School Counselor Approval, or Board-Certified Behavior Analyst

Bargaining Unit: None

Salary Schedule: Program Facilitator Salary Schedule

Immediate Supervisor: Assistant Superintendent of Special Education Services/Assigned Special Education Administrator

Supervision: None

Date: May 13, 2024

Approved:

TLH:sg

Job Description 976