

FNSBSD JOB DESCRIPTION	
Job Title: Prevention and Intervention Specialist	
Supervisor: Building Administrator	Classification: Classified (ESSA)
Days/Months: 9/10 months	Grade: 11

Job Summary

The Prevention and Intervention Specialist assists building level and District administration with implementing substance abuse education, behavior management, violence prevention and intervention, and suicide awareness and prevention programs for the District. Specialists work with building administration to plan and oversee the in-school intervention program, work with administration and teaching staff to address student behavior management, participate with the student support team, and communicate support for the SMART alternative education program for suspended and/or expelled students.

Essential Job Functions

Prevention:

Conducts and facilitates school-wide substance abuse prevention/educational activities; collaborates with other District and program staff to coordinate student training opportunities.

Provides evidence-based resources for staff that address social-emotional support for students.

Promotes and conducts substance prevention/education for students, families, teachers, and staff; collaborates with elementary feeder schools and the SBST (Student Behavior Support Technician) to ensure K-12 prevention/intervention program cohesion and alignment.

Provides training to school staff in areas related to chemical dependency, violence prevention, and anger management and assists in planning and organizing professional development opportunities in collaboration with building administration.

Utilizes and implements an evidenced-based model of restorative practices to build a positive school climate through connectedness, social engagement, and meaningful accountability.

Actively participates in school student support teams to identify annual action plan goals to assist the District's transition from a systemic punitive discipline approach toward full implementation of restorative practices across the system.

Provides support to building administration for the effective implementation of restorative practices.

Intervention:

Facilitates anger management, positive decision-making, and anti-bullying lessons regularly.

Works with the Director of Prevention Services to implement support for school-wide social-emotional learning.

Provides direct support, academic assistance, and social-emotional support to students referred to in-school intervention programs.

Administers the SASSI (Substance Abuse Subtle Screening Inventory) screening instrument upon first-offense drug/alcohol violations. Appropriately refers students as indicated through the screening to professionals or locally approved agencies.

Serves as the school's lead point of contact for intervention/prevention initiatives including Red Ribbon Week and the Sources of Strength program.

Assists with the transition of students who are suspended or expelled from school, coordinating with families, SMART staff, and classroom teachers.

Assists administrators in monitoring students suspended for ATOD (Alcohol, Tobacco, and Other Drugs) violations as well as other discipline policy infractions in accordance with school board policy.

Collects student academic assignments, reviews assignments for completion, and returns completed work to appropriate teachers for students assigned to ISI (In School Intervention).

Calls and/or meets with families of students as needed.

Provides records management of student program files and assists with program evaluation for students involved in the intervention program at school.

Leadership:

Collaborates with school support team staff to lead District-wide programs within the school.

Provides appropriate student and staff training in District-wide prevention programs such as Red Ribbon Week, TATU (Teens Against Tobacco Use), Sources of Strength, and Peer Mediation.

Fosters relationships between the District, community organizations, students, their families, and public agencies to create prevention and intervention opportunities for at-risk students.

Provide school-based staff with resources to support prevention throughout the school.

Non-Essential Job Functions

Proctors tests as needed. Performs other job-related duties as assigned..

Equipment Used

Standard office equipment, including computer, printer, copy machine, and fax machine.

Independent Decisions

Independent decision-making expected: protect the confidentiality of student information and records; make appropriate referrals/reports to parents and/or school administrators, social service managers, and counselors.

Primary Working Contacts

Works with parents, students, administrative staff, teachers, social service managers, counselors, community providers, and other community agencies involved with students in the program. Works closely with the Director of Prevention Services to implement various student assistance programs, adherence to District school board policies, and comply with any funding-source requirements.

Responsibility for Cash, Equipment, Safety

Safety of students supervised.

Supervision Received and Exercised

Works under the direct supervision of the Director of Prevention Services and building principal, to implement successful prevention and intervention programs.

Unusual Working Conditions

Students may display manipulative and disruptive behavior and use profanity.

Evaluation

Annual written evaluation.

Physical and Mental Demands

The physical demands of this position require frequent standing, walking, sitting, speaking, presenting to staff, and hearing. Requires near vision to write and read printed materials and computer screens. Requires hearing and speaking to exchange information on the telephone or in person. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 20 lbs. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Requires sufficient arm, hand, finger dexterity to operate a keyboard and other office equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.

Job Qualifications

The following are required:

1. Must hold and maintain, or be eligible for, certification as a qualified Chemical Dependency Counselor Technician with the State of Alaska. If the certification is not held at the time of hire, the certification application must be submitted to the state within the first 30 days of hire.
2. Associate's Degree in a social science related field OR at least 48 hours of college credit

- toward the attainment of an associate's degree in a social science related field.
3. Two (2) years of experience working with children in an education or related setting.
 4. Knowledge of current alcohol, tobacco, drugs, unauthorized substances, and other risky behavior trends involving children and adolescents.
 5. Demonstrated ability to facilitate groups on ATOD education, risky behaviors, social skills, and anger management.
 6. Demonstrated knowledge of multi-tiered Systems of Support for Restorative Practices.

The following are preferred:

1. Bachelor's degree in a related field, i.e., counseling, social work, social service field of study.
2. Hold and maintain certification as a qualified Chemical Dependency Counselor Level I or II with the State of Alaska.
3. Familiarity with resource agencies providing counseling/rehabilitation services through the community.
4. Classroom management and de-escalation experience.

Additional Job Information

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

The Fairbanks North Star Borough School District is an Equal Opportunity Employer.