



Thompson School District  
Licensed Staff Job Description

**Job Title:** Social Emotional Learning (SEL) Specialist

**Revised Date:** May 2024

**Work Year:** 185 Days

**Department:** Student Success, Learning Services

**Reports to:** Principal

**SUMMARY:**

The goal of the Social Emotional Learning (SEL) Specialist is to ensure equal access to core curriculum for all students and to improve school climate and culture. This position will grow capacity in each school to meet the social, emotional, and behavioral health needs of students by providing direct instruction to students as well as consultation, training, coaching, and support for school staff. The work of SEL Specialists will be grounded in PBIS, Trauma-informed Practices, and Restorative Practices.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Collaborate with the Student Success Department and school staff to integrate social emotional learning, effective classroom management techniques, and behavior interventions into daily academic instruction.
- Work with building leadership to assist with professional development related to SEL and positive school culture and climate to improve inclusivity, a sense of belonging, and equity for all students.
- Collaborate with school staff and school community on SEL and positive school culture and climate strategies, including restorative practices, trauma-informed practices, PBIS, culturally responsive practices, classroom management, positive relationship building, team building, conflict resolution, decision making, time management, and safe school planning.
- Facilitate Tier 1 SEL and intervention in the areas of social and emotional health as part of a tiered system of support for mental and behavioral health, based in an PBIS and MTSS framework.
- Collaborate with school leadership to assess, develop and implement school wide initiatives to address social emotional wellness and provide professional learning or content for adult learners
- Establish and maintain ongoing communication with families to foster partnerships and promote family engagement
- In partnership with school staff, develop materials for and assist school staff in integrating SEL instruction across the academic and career domains through co-planning, modeling, co-teaching, and coaching.
- Assist with understanding, development, and implementation of general education Functional Behavior Assessments and Behavior Intervention Plans and support of dysregulated students
- Incorporate student information into behavior support from sources such as, ALPs, 504s, and IEPs.
- Use research-based and technically sound practices to drive decision-making
- Support Restorative Conversations as an alternative to office discipline referrals as appropriate.
- Other duties as assigned

**JOB QUALIFICATIONS**

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities



Thompson School District  
Licensed Staff Job Description

to perform the essential functions.

**KNOWLEDGE, SKILLS, AND ABILITY:**

- Adhere to legal and ethical requirements of the profession and remain current in curriculum and instructional practices
- Human relations skills, including ability to lead, work harmoniously with a team, communicate effectively and demonstrate integrity of confidential information
- Willingness to be flexible and respond to the changing needs of students, staff, families, schools and the district
- Ability to implement and coach adult learners, including on effective classroom management and student engagement strategies
- Ability to integrate educational theory, research and expertise into appropriate practices for local contexts, in a style that facilitates positive change and continuous improvement and acts as a lever for equity
- Knowledge of using and interpreting summative, formative, diagnostic, and behavior data to inform strategic instruction, including flexible instructional groups, delivery of instruction, intervention, and extension for all learners as it relates to MTSS process
- Ability to monitor programs and practice for continuous improvement
- Knowledgeable of best practices in Social Emotional Learning, PBIS, Restorative Practices, Culturally Responsive Pedagogy, and Trauma-informed Practices and how to integrate the work with daily instruction
- Knowledgeable about using technology to support instruction and enhance communication, staff learning, and student learning
- Excellent written and verbal communication skills

**SUPERVISION/TECHNICAL RESPONSIBILITY:**

- Supervise the activities of students in employee's care.

**EDUCATION AND TRAINING:**

- Bachelor's degree in education, counseling or a related field required.

**EXPERIENCE:**

- 3-5 years' experience in the field of education, counseling and/or social emotional learning preferred.

**CERTIFICATION, LICENSES, & REGISTRATIONS:**

- Current Teaching or Special Service provider license, including School Counselor endorsement on a valid Colorado License or hold current CDE Special Services Provider license with a School Psychologist or School Social Worker endorsement (or licensure application in process with CDE).

**SAFETY TO SELF AND OTHERS:**

- In order to safely perform this position, you must familiarize yourself with the safety rules of your job and participate in all safety training provided by your department. You must wear personal protective equipment whenever required, ask for assistance if the task requires more than one person and, if you're unsure how to perform a task safely, stop and ask your



Thompson School District  
Licensed Staff Job Description

supervisor for instruction before continuing.

- All employees of the District are responsible for maintaining a safe and healthy workplace and ensuring that safety precautions and practices are followed.
- We expect you to immediately report any unsafe working conditions or safety problems to your supervisor. Until corrective action is taken, be sure that the area or condition is restricted and that cautionary devices, i.e., cones, temporary fencing, floor signs, etc. are in place so that others are not affected or injured.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**EQUAL EMPLOYMENT OPPORTUNITY:**

Thompson School District shall not discriminate in its employment or hiring practices on the basis of race, ethnicity, religion, sex, sexual orientation, age, marital status or disability. The Superintendent is committed to cultural diversity among district personnel as a means of enriching educational experience. The District shall identify, solicit, and consider applicants for employment from a broad spectrum of qualified individuals who will contribute to that effort.

**OTHER DUTIES:**

Please note this job description is not designed to cover or contain a comprehensive list of the activities, duties or responsibilities that are required of the employee for this position. Duties, responsibilities and activities may change at any time with or without notice.