

MENTAL HEALTH and BEHAVIOR SUPPORT SPECIALIST

DEFINITION

Under direct or general supervision of the Executive Director of Special Education, provide support to meet the educationally related mental health needs of students; provide behavioral supports and behavior training to students District-wide; perform independent paraprofessional duties related to general and special education students with significant behavioral concerns; model behavioral strategies for staff; perform instructional support and follow-up activities; consult on development of behavior plans; assist with implementation of behavioral plans; attend IEP meetings as appropriate; consult and collaborate with mental health/counseling providers; reinforce with staff interventions provided by mental health personnel; provide training and instruction to instructional assistants; assist Supervisor on organizational and procedural issues.

EXAMPLES OF DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Collaborates with mental health support staff to meet the educationally related mental health needs of students.
2. Provides staff with the appropriate guidance and strategies needed to further enhance the student's social/emotional development.
3. Assists in the development and implementation of behavior support and behavior intervention plans, and follows-up with staff and individual students; conducts trial intervention and prepares reports.
4. Uses positive reinforcement to assist students in their development and behavior; tutors individual students and small groups with special learning needs to reinforce learning and behavior modification techniques.
5. Collects data and maintains records of student progress in targeted behavior areas.
6. Assists in the development of appropriate goals for students' behavioral needs and in instruction of appropriate replacement behaviors for individual students.
7. Assists with training sessions for staff and/or parents.
8. Provides information to Supervisors concerning student progress.
9. Attends in-service training sessions.
10. Prepares specialized training and instructional materials related to individual programs.
11. Designs and implements program modifications.
12. Create visual supports and other materials for staff.
13. Provides demonstration and instruction to staff through modeling and/or shadowing techniques.
14. Maintains a variety of records and files, including confidential student records and information.
15. Works as part of mental health team by meeting and staffing with mental health personnel.
16. Coordinates the implementation of goals/outcomes with the IEP team.
17. Serves as a liaison for students between schools and programs.
18. Attends specialized training as required.
19. Operates simple office equipment, including tape recorder, copy machine, fax machine.
20. Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

Basic concepts of child growth and development, developmental behavior characteristics specific to pupils with special learning needs; basic concepts of mental health supports and practices; behavior management strategies and techniques relating to pupils who experience atypical control problems; basic subjects including arithmetic, grammar, spelling and reading; routine record keeping techniques; methods and techniques of report preparation.

Ability to:

Demonstrate understanding, patient, and receptive attitude toward students of varied age groups, particularly those exhibiting special needs; train and provide leadership to other staff members; learn behavior intervention strategies and procedures such as identifying antecedents and consequences of behavior, function of behavior, and replacement behaviors; appropriately manage student behavior and guide students toward more acceptable social behaviors; develop and follow behavior intervention plans; utilize a variety of instructional materials and procedures to enhance a positive educational environment; communicate effectively in oral and written form; appreciate human diversity; perform simple clerical work and record keeping; operate computers and software; understand and carry out oral and written instructions; establish and maintain cooperative working relationships; comply with the District's customer service standards, as outlined in Board policy.

Education/Experience:

Any combination equivalent to: Completion of the twelfth grade supplemented by completion of District Behavior Training or equivalent background and experience; and two years of experience working with students with behavioral challenges and social/emotional concerns. Capistrano Autism Training (CAT) and Hughes Training (or equivalent) preferred.

License/Certificate Requirement:

Possession of a valid California Driver's License.

Pass a District proficiency test in English usage, language arts and math or have passed CBEST or have completed two years of college.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a classroom setting with travel between school sites.

Physical: Primary functions require sufficient physical ability and mobility to work in a classroom setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to occasionally assist with student restraint using approved methods; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.