



Mobile County PUBLIC SCHOOLS

Job Description Title – BEHAVIOR TRAINER

SUPERVISED BY/REPORTS TO: Principal or his/her designee and/or the Director of Student Support Services.

FLSA Designation: Non-exempt

QUALIFICATIONS:

- Bachelor's degree from a regionally accredited college or university. Majors in Psychology or Sociology are preferred.
- Ability to meet the suitability criteria for employment under the Alabama Child Protection Act of 1999 and Act No. 2002-457.
- Previous experience working with children.
- Good general health, clean in attire and appearance.
- Ability to understand and follow oral and written instructions.
- Ability to be punctual and regular in attendance.
- Must be certified in Professional Crisis Management (PCM) within 3 months of hiring.

PERFORMANCE RESPONSIBILITIES AND ESSENTIAL DUTIES:

Under the direction of a *Behavior Specialist*, the **Behavioral Trainer** shall:

1. Collect data within the school environment.
2. Assist in data-gathering for Functional Behavior Assessments.
3. Assist in the development and implementation of behavioral programs, including behavioral support plans and behavioral intervention plans.
4. Assist in training staff in techniques needed to implement behavioral systems.
5. Use approved techniques while assisting in shaping and teaching appropriate behavior to student.
6. Be available as needed by school staff.
7. Perform specific assignments by assisting in the following areas:
 - a. Material Preparation
 - Preparing classroom charts, graphs
 - Ordering reinforcement supplies
 - Constructing behavior management aids/tools
 - b. Clerical Support
 - Maintaining written time out and restraint logs
 - Collecting and recording data
 - Maintaining system of collected and recorded data
8. Monitor data and share recommendations for intervention with appropriate staff. Observes and defines challenging behaviors and alternative/replacement behaviors.
9. Ensure adherence to good safety procedures.
10. Follow Federal and State laws, as well as School Board policies.

11. Collects data to monitor student behavior changes and intervention integrity, Monitor/supervise a student or small group of assigned students in need of specific behavioral intervention.
12. Participate successfully in the training programs offered to increase the individual's skill and proficiency related to the assignment.
13. Review current developments, literature and technical sources of information related to job responsibilities.
14. Implements individual instructional program (such as discrete trial training, social skills development, behavior plan), developed by the Behavior Specialist or other appropriate staff, within the student's home or school setting.
15. Supports students in transition to general education through use of inclusion support techniques such as shadow prompting.
16. Collects daily progress data on assigned students and reports on that data to supervisors and the IEP Team. Consults with the IEP team members and other appropriate staff on a regular basis.
17. Assists in the implementation of individual Behavior Intervention Plans. Maintains confidentiality and professionalism regarding school documents and conversations.
18. Perform other duties as assigned by the School Principal or Behavior Specialist.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job:

- A. The employee is frequently required to sit, walk, or stand for possible long periods of time. The employee must be able to stoop and bend.
- B. The employee must have physical strength, agility, dexterity, acuity, reflexes, grasping, pushing, pulling, lifting, and mobility to perform job responsibilities.
- C. May obtain food from the cafeteria for designated students to eat in a classroom.
- D. The employee must be able to assist designated students on and off buses. May be required to assist students on field trips.
- E. The employee must have physical agility to sit, stand, kneel, walk, push/pull, squat, twist, turn, bend, stoop, and to reach overhead.
- F. Must have physical strength sufficient to periodically lift and/or carry 50 pounds; occasionally lift 80 or more pounds with assistance.
- G. Must have manual dexterity sufficient to write, use the telephone, computer, calculator, and office machines at required speed and accuracy.
- H. Must have vision sufficient to read handwritten and printed materials and the display screen of various office equipment and machines.
- I. Must have hearing sufficient to communicate in person and hold telephone conversations in normal range.
- J. Must have physical mobility sufficient to move about the work environment (office, District, school site to site) for sustained periods of time.

ADDITIONAL REQUIREMENTS:

Must meet the physical requirements of the job to physically restrain a behaviorally complex student without injury to self or student using District approved restraint procedures.

Must have the physical stamina and ability to work with behaviorally complex students and implement behavior management programs as needed.

Must complete 40 hour registered behavior technician training course.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- ✓ Work location will generally be in a classroom or office environment.
- ✓ While performing the duties of this job, the employee may be outside for brief periods where the temperatures are above 100° or below 32°.
- ✓ The employee must be able to meet deadlines with severe time constraints and interact with public and other workers.
- ✓ The employee may be exposed to noise levels that are loud enough in a classroom, a gymnasium, playground, or a cafeteria that the employee must raise his/her voice to be heard.

SIGNIFICANT CONTACTS –frequency, contact, purpose, and desired end result:

Daily works with the school principal, assigned Behavior Specialist, and designated students requiring behavior intervention to assist in developing appropriate behavioral responses to enhance the instructional process.

LANGUAGE SKILLS:

Ability to collect, read and interpret documents including lesson plans, safety rules, attendance instructions, and school and district procedure manuals. Ability to write routine reports and correspondence.

REASONING ABILITY:

Ability to apply common sense understanding to carry out detailed written or oral instructions. Ability to define and solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Must be able to establish facts, draw valid conclusions, make valid judgements and decisions.

EVALUATION

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Classified Employees. Evaluation will be by the Building Principal, Behavior Specialist, or their designee.

TERMS OF EMPLOYMENT

9-months (187 days) 8 hours per day. Daily work schedule will be determined by the Special Director of Student Support Services with consultation with the Principal or his/her designee. Work schedules are subject to change. At Will Employee subject to the Students First Act of 2011 and other applicable state and federal laws.

SALARY

See current Salary Schedule on Human Resources Webpage.

This job description describes the general nature and level of work performed by employees assigned to this position. It is not intended to be an exhaustive list of all job goals, qualifications, and responsibilities and the employee may be required to perform other related duties as assigned. The Mobile County Board of Education Division of Human Resources reserves the right to amend the job description as needed, without notice.

THE MOBILE COUNTY PUBLIC SCHOOL SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate based on age, race, color, sex, sexual orientation, religious preference, marital status, disability, national origin, or any other reason prohibited by state or federal law. Employees of the District are required to comply with the provisions of Title VII of the Civil Rights Act and Title IX of the 1972 Educational Amendments.