



## Job Description

**Type:** Certificated

**Status:** Active

### Teacher on Special Assignment - Behavior Specialist

**Reports To:** Exc. Director of Special Education

**Evaluates:** N/A

**Supervises:** N/A

#### **Job Goal**

To supervise the development and implementation of education programs for students on the autism spectrum and others who experience atypical control problems.

#### **Essential Job Functions • Required Knowledge and Abilities**

Coordinate and oversee the Intensive Behavioral Instruction program (IBI) for students in a variety of settings • Supervise, train and monitor IBI teams to ensure student success • Collaborate with IEP teams and assist in the development of goals and objectives based on observation, assessment data and parent input • Ensure effective programming for students by observing analyzing data and modifying curriculum and instructional strategies on a weekly basis • Conduct student progress meetings with parents, staff and IEP team members • Provide training and support regarding autism and positive behavior strategies to general education teachers with fully included special education students • Establish IBI programs for individual students and supervise their implementation • Supervise the assignment and scheduling of IBI aides/tutors • Assist IBI personnel with the presentation of learning materials and in the conduct of instructional exercises • Supervise the maintenance of a variety of records and files and coordinate data collection to monitor student progress • Analyze data and modify curriculum and instructional strategies on a weekly basis • Plan and conduct Student Progress Meetings with data and information from staff and parents • Act as a liaison between IEP teams and IBI staff • Coordinate with IEP teams to develop goals and objectives based on observation, assessment data and parent input • Provide ongoing training to support staff in Applied Behavior Analysis (ABA) and various methodologies effective in behavior management • Inform IBI staff of current trends/research in Autism Spectrum and Related Disorders • Provide parents with information regarding the nature of autism and other disabilities, and strategies for skill generalization into the home and community • Present ongoing training regarding Autism Spectrum and Related Disorders on a districtwide basis.

**KNOWLEDGE OF:** Child growth and development • Educational expectations based on the California Content Standards • Theories of Applied Behavior Analysis (ABA) • Characteristics of Autism Spectrum and Related Disorders • Current research regarding methodologies, interventions and treatment for various disabilities • Behavior management strategies and techniques relating to pupils who experience atypical behavior problems • A variety of methods of data collection and data analysis.

**ABILITY TO:** Demonstrate an understanding, patient, and receptive attitude toward students of varied age groups, particularly those exhibiting specialized needs • Train and provide leadership to other staff members • Appropriately manage student behavior and guide students toward more acceptable social behaviors • Utilize a variety of instructional materials and procedures to enhance a positive educational environment • Communicate effectively in oral and written form • Understand and carry out oral and written directions • Appreciate human diversity • Establish and maintain cooperative working relationships with children, parents and staff.

#### **Minimum Qualifications**

Two years of professional experience in a paid or non-paid position working with school aged children including those with a diagnosis of Autism Spectrum Disorder, and experience in applying principles of ABA • School experience preferred • Valid California Pupil Personnel Services Credential with an emphasis in school psychology, or other valid California special education teaching credential • Ability to read, write, speak and understand the English language

#### **Terms of Employment**

185 day work year; Current DMV Clean Driving Record Report  
Criminal Justice Department Fingerprint Clearance; Pre-employment physical

#### **Working Conditions**

ENVIRONMENT	Special and regular education classroom setting
PHYSICAL ABILITIES	Special and regular education classroom setting Hearing and speaking to exchange information Seeing in order to monitor student Use of hands and fingers to utilize technological equipment Bending at the waist, kneeling, crouching, or reaching to assist students Sitting in order to work at desks or tables

## HAZARDS

Exposure to climatic elements and intermittent noise  
Potential for contact with blood-borne pathogens and communicable diseases