

## Position Description

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

**Job Title:** Elementary Behavior Coach

**Pay Table:** Support

**Pay Grade:** 4

**FLSA Status:** Non-Exempt

**Job Code:** 837

**Reports to:** School Principal

### **JOB SUMMARY**

Under the general supervision of the school administration, the Elementary Behavior Coach supports the implementation of the school's student behavior intervention program by assisting with behavior and academic instructional support, and behavior management and supervision support. The Elementary Behavior Coach has the primary responsibility of assisting students and their families with behavioral needs and essential school-day skills, provided as a tier-three behavior intervention by the school.

### **ESSENTIAL JOB FUNCTIONS**

- Participate in weekly staffing meetings to consider new referrals and report on progress with current students.
- Administer screening protocols to students and interpret data to identify the appropriate skills to be taught.
- Develop and teach lessons and skills targeted toward individual student needs.
- Track intervention data to provide important feedback and incentives to students on targeted behaviors, and to evaluate the effectiveness of the intervention.
- Build rapport with students and serve as a mentor to teach and train them on the necessary skills to manage the school day.
- Act as a liaison between school and home by communicating regularly with parents/guardians to report on progress, and make home visits if necessary.
- Participate in community outreach programs and provide student success workshops and parent trainings as needed.
- Work with a flexible caseload of students to mentor and supervise.

- Other duties as assigned by the school's administration.

### **MINIMUM REQUIREMENTS**

- High school graduation or equivalent education and/or experience. Associate's Degree or Bachelor's Degree preferred.
- Experience working in a classroom with students.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Must have strong interpersonal skills to work with variety of students, parents, teachers, and other school personnel.
- Must have ability to problem solve and to implement variety of academic and behavioral programs.
- Knowledge of appropriate instructional practices.
- Ability to operate a computer and generate reports to track data on student progress.
- Ability to speak Spanish is preferred.

*The Davis School District has the right to revise this position description at any time.*