

**Social Emotional
Learning Specialist
New Hanover County Schools**

Job Description

Class: Certified

Dept: Student Support Services

TITLE: Social Emotional Learning Specialist

- QUALIFICATIONS:**
1. Bachelor's degree in Education or an educationally related field with valid North Carolina licensure.
 2. Four or more years experience in the classroom with thorough knowledge of behavior management strategies.
 3. Other qualifications as the superintendent and board may find appropriate and acceptable.

REPORTS TO: Director of Student Support Services

JOB GOAL: To assist teachers and administrators by providing consulting and coaching services related to management and discipline strategies for New Hanover County Schools.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Follow all rules, policies and procedures of New Hanover County Schools, along with state and federal regulations pertaining to school issues.
2. Assist in the development of behavioral plans, assessments and analysis of data that will promote positive classroom experiences for all students.
3. Conduct behavioral assessments, design behavioral programs and monitor behavioral plans in the schools.
4. Work with school teams to establish cooperative and harmonious relations in student to student and student to teacher relationships, through communicating the outcome expected for all students
5. Analyze and report behavioral data for the school system.
6. Provide direct services to teachers through observations and coaching sessions for the development of adaptive skills and replacement of undesirable student behaviors.
7. Assist teachers in identifying trends of behavior that negatively impact classroom instruction.
8. Coordinate In-School Suspension Program and provide professional development and support to ISS Coordinators.

9. Collaborate with MTSS Coordinator to provide tiered intervention support to schools.
10. Assist teachers in completing self-assessments related to classroom management effectiveness.
11. Provide consultation to school personnel on identification and intervention strategies for students identified as having behavioral problems.
12. Maintain records and provide reports of services rendered.
13. Strives to maintain and improve professional competence. Participates in the development and support of the broad department vision.
14. Performs related duties and responsibilities as required by the Director of Student Support Services.
15. Provide Professional Development related to Social- Emotional Learning Curriculum and behavior Management.
16. Implement and analyze effectiveness of Social-Emotional Curriculum in the school system.

The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.

Terms of Employment: Twelve month work year/FLSA Exempt

Starting Salary and/or Grade: State teaching salary schedule

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board and local policy on evaluation of personnel.

Knowledge, Skills and Abilities:

- Ability to communicate clearly and concisely, both orally and in writing; ability to communicate well with school personnel, employees and central office staff.
- Considerable knowledge of behavior management strategies and practices that maintain and support positive classroom environments.
- Demonstrate functional knowledge of computers and all aspects of the Microsoft Office Professional software programs.
- Ability to establish and maintain effective working relationships as necessitated by work assignment.
- Comply with confidentiality requirements in local, state and federal policies and statutes.
- Physical ability (able to exert up to 20 pounds of force occasionally) and dexterity to perform the duties and responsibilities of the job.