

Union County Educational Services Commission

Job Description

Job Title:	Safety Care Coordinator
Reports to:	Director Curriculum and Instruction
Terms of Employment:	10-Months, Full-Time
Compensation:	RBT with Stipend

Scope of Position:

The Safety Care Coordinator is a member of the Behavior Analyst Certification Board who is responsible for coordinating and implementing all aspects of the Safety Care Program for UCESC Schools in cooperation with building administration and other Safety Care Trainers.

Qualifications:

1. Earned Bachelor's or Master's degree from a regionally accredited college or university.
1. Behavior Analytic certificate, minimum RBT.
2. Minimum of three years successful experience as a Safety Care Trainer.
1. Demonstrated experience in working with QBS Safety Care.
2. Demonstrated experience in organization, time management, and record keeping directly related to Safety Care.

Responsibilities:

1. Work with Building Principals and Supervisors of Instruction to create a yearly plan for Safety Care training across the district.
2. Serve as the point of contact with QBS on all matters relating to Safety Care training and certification.
3. Work with Safety Care Trainers to plan and implement initial and re-certification trainings.
4. Maintain ongoing tracking and record keeping of all Safety Care trainers and specialists within the district, both in QBS and the district.
5. Ongoing contact with Safety Care Trainers to ensure quality of training and implementation of Safety Care procedures in the buildings.
6. Stay current in all topics related to Crisis Management procedures and best practices.

7. Serve as the UCESC District Safety Care Trainer Coordinator.
8. Organize facilities for all trainer and specialist trainings.
9. Maintain and distribute all Safety Care training materials.
10. Meet regularly with the Director of Curriculum to provide updates on the Safety Care program.

Physical and Environmental Demands:

The following physical and environmental demands are representative of those that must be met by an employee to successfully perform the essential functions of this position and are not intended to be all-inclusive:

1. Ability to assist any student enrolled in a Commission school or program, including those of varying weights, sizes and ages from three through twenty-one.
2. Ability to spend most of the day standing, walking, moving, bending and/or kneeling.
3. Ability to lift carry, push, or pull heavy items needed to perform the functions of the job.
4. Ability to bend forward, squat, lift a minimum of 40 pounds and move quickly enough to keep pace with students.
5. Implement behavior intervention strategies including, but not limited to, approved physical redirection and/or physical restraint techniques.