

**ST. MARY'S COUNTY PUBLIC SCHOOLS
EXEMPT LICENSED PROFESSIONAL POSITION DESCRIPTION**

COMMUNITY SCHOOL - BEHAVIOR SPECIALIST STUDENT SERVICES

POSITION: Community School - Behavior Specialist Student Services Grant Funded

REPORTS TO: Supervisor of Student Services and Special Programs

LOCATION: George Washington Carver Elementary

NATURE OF WORK:

This is a professional position that meets the individual needs of students through direct service and consultative support to staff and families, promoting progress in the General Education Curriculum. The ten-month community school behavior specialist assists school staff in developing and implementing behavior prevention and intervention for students, with or without disabilities, who present with a variety of behavior challenges. The goal of this position is to support at-risk students in developing appropriate social skills and classroom behavior, thereby increasing their opportunities for academic success and decreasing the number of students who require more restrictive services.

ESSENTIAL FUNCTIONS:

- Ability to professionally relate to and collaborate with co-workers, students, and community members
- Ability to understand and maintain confidentiality
- Ability to use technology effectively to complete tasks
- Ability to report to work daily and on time
- Ability to organize, supervise, coordinate, and establish priorities of tasks to be completed
- Ability to work independently in the absence of detailed instructions and to follow complex oral and/or written instructions
- Ability to communicate orally or in writing, courteously and tactfully, with staff, students, parents, and the community in a timely manner
- Ability to work under pressure
- Possess excellent time management skills and the ability to take initiative and make decisions within assigned responsibility in a challenging, fast-paced professional environment and be flexible in work responsibilities and hours
- Possess knowledge of the programs, policies, and procedures of the St. Mary's County Public School

DUTIES AND RESPONSIBILITIES:

- Assists school staff in developing, implementing, and monitoring student intervention plans
- Collaborates with a wide range of staff to attain positive outcomes on behalf of behaviorally challenged students and their families
- Understands the needs of a diverse population of students
- Addresses issues related to disproportionality across the continuum of school-based mental and behavioral health services
- Provides system-wide staff development on behavior strategies and intervention plans
- Participates as a member of the Individualized Education Plan Teams (IEPT) to assist in planning for interventions to be implemented with students who present with challenging behaviors
- Models implementation of best practices in behavior strategies in classroom settings

- Monitors the implementation of prevention and intervention plans and student progress
- Provides behavioral coaching for individual students throughout the implementation phase of intervention
- Facilitates the inclusion of families in the development and implementation of behavior plans with an emphasis on family system issues
- Assists teachers and PST and IEP teams in developing, monitoring, and revising Functional Behavior Assessments (FBA), Behavior Intervention Plans (BIP), and Individualized Education Plans (IEP)
- Assists teachers in implementing effective classroom management systems
- Monitors student progress and assists teachers in the maintenance and evaluation of data collection systems
- Collaborates with community school staff, general and special education teachers, and administrative staff in an effort to provide proactive and preventative interventions for students in general and Special Education, who present with behavioral challenges
- Participates as a member of the S.E.C.R. team to assist with the assessment of the needs of behaviorally challenged students
- Collaborates with community agency staff to assist students, families, and school staff in the development of a comprehensive approach to behavioral challenges presented by students in general and Special Education
- Assists students, families, and staff with the transition needs of students with behavioral challenges within general education settings, and to more restrictive educational settings within Special Education environments
- Performs other related and non-related job duties as assigned

QUALIFICATIONS:

Required:

- Master's degree in special education, Counseling, Social Work, or a related field
- The applicant must have at least one of the specified licenses (LMSW, LCSW-C, or LCPC) through the Maryland Department of Health AND
- The applicant must also be eligible for or hold MSDE School Social Worker Licensure
- Three (3) years of experience in developing and implementing behavior intervention and support for children and adolescents in a school environment

TERM OF EMPLOYMENT:

Full-time ten-month position. Hours may vary to meet the needs of the Community Schools After-School Program.

SALARY GRADE RANGE: The salary for this EXEMPT position will be based on EASMC Non-Teaching Specialist career ladder for ten-month employees.

BARGAINING UNIT ELIGIBILITY: EASMC

Updated 07.2024, 04.2025, 06.2025