

**BEHAVIOR SPECIALIST**  
Management



*Garry T. Eagles, Ph.D.*  
*Superintendent*

**Position Summary**

Under the general supervision of the Humboldt-Del Norte SELPA Director, provides highly responsible and technical behavior assistance to Humboldt County school district personnel, conducts student functional analysis assessments, develops and implements positive behavior plans and interventions for students with autism and other behavioral challenges. The behavior specialist will train student one-on-one aides in Applied Behavior Analysis and other intervention techniques that will be effective for an individual student. In addition, the behavior specialist will attend student IEP meetings and coordinate behavior techniques in the school with any home program. The behavior specialist will serve as a complement to district designated staff to provide guidance in behavior management techniques that comply with various federal, state, and SELPA requirements.

**Examples of Duties and Responsibilities**

1. Process referrals of students with autism or other behavior challenges for behavior intervention plan services;
2. Conducts student functional behavior analysis assessment;
3. Develops, implements and monitors strategies for positive student behavior management;
4. Develops and conducts trainings of groups of school site administrators, teachers, paraprofessionals, and parents in the adaptation of appropriate curriculum to various behavioral intervention strategies including discrete trial training;
5. Consults with teachers, psychologists, paraprofessionals, and parents about student progress with interventions;
6. Makes periodic inspections of classroom environments to assure established components of the behavior plan are implemented;
7. Attends in Individual Education Plan (IEP) meetings as necessary to review assessment data, consult on the behavior program, and develop goals and objectives;
8. Trains and assists one-on-one staff in effective shadowing techniques;
9. Performs related duties as required.

**Minimum Qualifications**

Typically, a candidate can meet the education qualifications with a Bachelor of Arts degree in one of the behavioral sciences; however, a Master's degree is preferred. Hold or obtain the National Behavior Analysis certification within the first 12 months of employment. A minimum of three years of working experience as a behavior specialist in public education with preschool -12 students who are autistic or have other behavior challenges; experience in conducting student functional behavior analysis, then interpreting, designing specific educational programs that include discrete trial techniques and implementing a positive behavior plan; training staff to carry out the plan; and the use of emergency behavioral interventions such as Crisis Prevention Intervention (CPI) techniques for the autistic students.

**Requires Expertise and Knowledge of:**

Diagnostic and Statistical Manual of Mental Disorders (DSM) IV defined autistic spectrum disorders in children 3 years old to 18 years old.

**Requires ability to:**

- Read and write at a level sufficient for performance and assigned duties, including independently producing professionally written reports and documents;
- Plan, organize, implement, and supervise individual behavior programs for autistic students within Humboldt County;
- Visit various work sites and inspect work in progress;
- Keep and compile records and reports;
- Understand and carry out oral and written directions;
- Communicate effectively, tactfully and persuasively, both orally and in writing;
- Establish and maintain effective working relationships with parents, district and SELPA employees;
- Meet the physical requirements of the job.

**Physical Requirements**

The physical requirements indicated below are examples of the physical aspects that this position must perform in carrying out essential job functions. Reasonable accommodation may be made to enable a person with a disability to perform the essential job functions.

- Sufficient vision to read printed material, see distant objects with clarity, judge distances and spatial relations, and identify and distinguish objects;
- Sufficient hearing to hear conversations in person, on the telephone, and hear sounds clearly up to 20 feet;
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversation on the telephone and when addressing groups;
- Ability to exert up to 50 lbs. of force to push, pull, drag, or otherwise move objects;
- This type of work requires frequent and continuous standing and walking for extended periods of time;
- Sufficient manual dexterity and/or mobility to grasp and/or manipulate objects, move about the work area, and move between work sites;
- An employee in this position must have a valid California driver's license and be able to operate a vehicle to drive to the necessary schools throughout the county;
- Employees in this classification may be subject to work environments that have exposure of weather with extremes of heat and/or cold, for short periods of time.

**Additional Requirements**

Individuals who serve as Behavior Specialist Manager provide services in various sites throughout the county, sometimes serving multiple sites in a single work day. Public speaking skills, group problem solving, leadership ability, and the ability to communicate effectively in writing, manage time with independent judgment and a high degree of initiative, the capacity to maintain personal demeanor during periods of peak work flow and perform efficiently within restricted timeframes are critical factors for success in this position.

Individuals who serve as certificated or classified management personnel must be willing to modify days/hours and to work additional days/hours on occasion with appropriate compensations and be willing to travel using own transportation with mileage reimbursed, or county office fleet vehicle, as the job may require.