

## NOVATO UNIFIED SCHOOL DISTRICT

<b>POSITION:</b>	<b>BEHAVIOR TECHNICIAN</b>
<b>CLASSIFICATION:</b>	<b>CLASSIFIED</b>
<b>SALARY RANGE:</b>	<b>Range 44 - Classified Salary Schedule Range 44</b>
<b>WORK YEAR:</b>	<b>182 DAYS</b>

### DESCRIPTION OF POSITION

Under the supervision of the **Behavioral Health Specialist**, facilitates an effectively functioning learning environment by assisting in Tier 2 and Tier 3 social emotional instruction and behavior interventions. Will be a member of the District COST Team, assist in data collection, development and maintenance of positive classroom and school behavior of students. Functions as a support to the District's Behavioral Health Specialist, and COST Team. Travels to schools throughout the District.

***Note:** These examples are intended only as illustrations of the various types of work performed in this position. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

- Assists in individual or small group instruction; assists students in a variety of social emotional learning and positive behavior interventions. May work one on one or in targeted groups of students until goals are met and they transition from a less intensive tier of intervention.
- Assists students in completing goals and implementation of interventions; assures student understanding of classroom rules and procedures; assists students by answering questions, providing proper examples, emotional support, friendly attitude and general guidance.
- Assists in implementation of student behavior plans, which may involve use of approved positive behavior supports, positive behavior interventions, physical intervention techniques or other skills to establish and maintain appropriate behavior.
- Assists in ensuring physical safety when students, due to nature and severity of behaviors, are or may be prone to accidents and/or assaultive or abusive behaviors.
- Accompanies and assists students to and from transportation and activities on campus; may accompany students on bus or other transportation.
- Assists with data collection and progress monitoring for social emotional learning and behavior
- Assists in establishing and maintaining a clean, safe and pleasant learning environment; assists in implementing specific goals in tiers of intervention.
- Prepares, sets up and organizes instructional materials and equipment for daily use.
- Assists in lifting, moving and positioning students as necessary to render various forms of personal care which may include but are not limited to feeding, dressing, grooming, toileting, diapering, specialized health care procedures; assists students in use of wheelchairs or other orthopedic equipment; may be required to use mechanical lifting or other equipment.
- Performs routine clerical tasks related to position such as recordkeeping, filing and copying; assists with enrollment procedures, attendance verifications and other common classroom routines and activities.
- Maintains current knowledge and certification of skills and techniques related to position; attends staff meetings, training sessions, workshops and other in-service activities as needed.
- Maintains confidentiality of student records in accordance with District, grant, and legal requirements.
- Provides routine first aid to injured students according to established procedures as assigned by the position.

- Supports students to develop positive relationships with other students and adults; functions as a role model to students.
- Performs other related duties as assigned.

#### **ABILITIES**

- React effectively in emergency situations; knowledge of and ability to de-escalate individuals in crisis and exercise appropriate light physical restraints when necessary.
- Communicate effectively with staff, students, parents and community, orally and in writing.
- Maintain appropriate boundaries with students, staff and parents.
- Use classroom technology

#### **QUALIFICATIONS**

- Demonstrated knowledge of and the ability to assist in instructing core, accommodated, modified, and/or functional curriculum.
- Understanding of the Individualized Education Program (IEP) and the Behavior Intervention Plan process; ability to implement individual education and behavior intervention plans, gather and interpret data and to provide reports for teacher
- Understanding of Multi-Tiered Systems of Support
- Knowledge of crisis management techniques
- Demonstrated interpersonal skills using tact, patience and courtesy, correct English usage, grammar, spelling, punctuation and vocabulary Physical ability to perform duties of job
- Recent training course work in the field of Special Education and social skills development

#### **Experience**

- Minimum of one year working with individuals whose primary needs relate to social emotional needs
- Mental health
- Behavior, and/or disabilities who require intensive behavior interventions to access their environment.

#### **Education**

- Associates Degree, or equivalent, from accredited college or university
- Course work in behavior interventions, psychology, child development, or other related area.

#### **License & Other Requirements**

- Current Registered Behavior Technician Certification by the Behavior Analysis Certification Board
- Current certification in Nonviolent Crisis Prevention and Intervention, Pro-ACT, or equivalent
- Valid First Aid and CPR Certificate issued by an authorized agency
- Valid driver's license

#### **Knowledge Of**

- Applied Behavior Analysis
- Social Emotional Learning
- Data Collection
- Crisis Intervention
- Interpersonal Consultation Skills
- Bilingual/Bicultural preferred

#### **ENVIRONMENT**

- Classroom environment, outdoors, office, community-based instruction (CBI)
- Driving a vehicle to conduct work

## **PHYSICAL DEMANDS**

- Medium work - Exerting up to 40 pounds of force occasionally, 25 pounds of force frequently, or 10 pounds of force constantly to move objects.
- Dexterity of hands and fingers to operate standard office and classroom equipment.
- Sitting or standing for extended periods of time.
- Bending at the waist, kneeling or crouching to assist students.
- Seeing to read a variety of materials and monitor student activities.
- Hearing and speaking to exchange information.
- Reaching overhead, above the shoulders and horizontally.
- Lifting and carrying students as assigned by the position.
- Running as needed to capture students.

## **Hazards**

- Exposure to bodily fluids, blood borne pathogens and infectious diseases
- Contact with escalated or abusive students.

***Novato Unified School District prohibits, at any district school or school activity, discrimination, harassment, including sexual harassment, intimidation, and bullying, based on actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics. This shall apply when applicable, to interns, volunteers, and job applicants.***

***For questions, concerns or complaints, please contact the District Equity and Title IX Compliance Officer: Assistant Superintendent – HR; 1015 Seventh Street, Novato, CA 94945; (415) 493-4207; hradmin@nUSD.org.***