

**Job Title:** Behavior Support Staff  
**Department:** Holy Childhood  
**Reports To:** School Program Director, BCBA, MS  
**FLSA Status:** Full time Non-Exempt  
**Salary Range:** \$20.56- \$22.42

## **SUMMARY**

Assists behavior therapists with the day-to-day implementation of behavior intervention plans aimed at preventing crisis situations. When needed, will assist classroom staff with crisis intervention techniques for students with behavioral challenges.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

### General Professionalism:

- Displays the highest ethical and professional behavior and standards when working with students, parents, and Agency personnel.
- Fully engages in educational, behavioral services to ensure that all students are receiving an appropriate and complete educational program.
- Provides safe, attractive, organized, functional, healthy, and clean environments for students.
- Implements school policies, procedures and/or processes for the purpose of complying with mandated requirements.
- Uses effective presentation skills when addressing students, staff, parents, and the community including appropriate vocabulary and clear use of visuals.
- Demonstrates sensitivity to the cultural diversity of others.
- Adheres to professional, ethical, and legal standards of practice when addressing students, staff, parents, and the community.

### Crisis Intervention Responsibilities:

- Provide appropriate care of students including any health, safety, and personal care concerns.
- Provides behavioral support with students as assigned.
- Take directions from the Assistant Program Director or Program Director on a daily basis.
- Participates on the behavior team whose responsibility is to provide initial and on-going evaluations for each student and to establish appropriate therapeutic goals and program recommendations.
- Maintains certification in all agency approved crisis intervention programs and

stays current in the field of Behavior Analysis as evidenced by participation in department meetings and ongoing professional development. Provides the Behavior Therapist with information and observations concerning the students' progress, behavior, needs and general well-being.

- Supports the implementation of evidence-based practices throughout the Agency.
- Assists classrooms during behavioral crisis situations, which may include the implementation of de-escalation techniques, emergency physical interventions and/or problem solving.
- Assist in the debriefing with students and classroom teams after a crisis situation.
- Completes fidelity checks to assist Behavior Therapists in ensuring proper implementation of Behavior Intervention Plans; reports any concerns to Behavior Therapist assigned to classroom.
- Works across all programs, in any assigned classroom as needed, responding appropriately to the needs of the Agency's diverse student population.
- Participates on the PBIS team and assists classroom teams in implementing school wide PBIS expectations.
- Participates in team meetings as needed.
- Carries out any other related activities assigned by the Assistant Program Director or Program Director.
- Other duties may be assigned.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

A Bachelor's Degree in Psychology, Education or Human Service Field or must be able to demonstrate they have achieved a Local/Regents High School diploma or Equivalency Diploma issued by a local school district or State Education Department. This achievement will be verified directly with the issuing entity; and a minimum of three (3) years related experience and/or training with the population of students with developmental delays; or an equivalent combination of education and experience. Experience handling student behaviors/crisis situations is preferred. The ability to create tables, charts, excel worksheets on the computer using the following programs: Microsoft Word, Office, and Excel.

## **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

## **OTHER SKILLS AND ABILITIES**

Must possess the ability and temperament to work effectively with children with multiple disabilities.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit and taste or smell. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions and outside weather conditions. The noise level in the work environment is usually moderate.

## **EQUAL OPPORTUNITY EMPLOYER**

Holy Childhood provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Please apply to: [employment@holychildhood.org](mailto:employment@holychildhood.org)