



CALVERT COUNTY PUBLIC SCHOOLS
Prince Frederick, Maryland 20678

NOTICE OF VACANCY
(Date)

POSITION: **BEHAVIOR TECHNICIAN**

LOCATION:

JOB SUMMARY: Behavior technician, working under the direction of the teacher, behavior facilitator, and BDP psychologist, will work with students to facilitate and support individual implementation of Behavior Intervention Plans. The Behavior Technician will also serve as a first responder to crisis situations within the building with students with various disabilities and supports staff regarding behavior resources, strategies, and instruction.

REPORTS TO: Principal

KNOWLEDGE, ABILITIES, AND SKILLS: (These are pre-employment knowledge, abilities and skills that apply to the Essential Job Functions.) At the time of application, the candidate must have:

1. Associate's Degree is preferred but not required.
2. Experience working with students with severe disabilities especially those with externalizing behaviors.
3. Ability to maintain confidentiality.
4. Ability to communicate clearly and concisely in both written and oral form
5. Ability to carry out assignments to completion with direction and independently.
6. Ability to communicate issues affecting students' progress with the behavior facilitator.
7. Ability to follow the directions of the teacher, Behavior Facilitator and the BDP Psychologist which may include supporting behavior strategies presented to the school staff.
8. Ability to assume a leadership role in crisis situations
9. Knowledge and understanding of positive behavior supports.
10. Basic knowledge of computers, including knowledge of Boardmaker, Excel, PowerPoint and willingness to learn.
11. Learn operation of office machines and audio-visual devices.
12. Knowledge of basic assistive technology communication systems.
13. Knowledge of regulations regarding seclusion, exclusion, and restraint.
14. Current certification or be willing to complete Nonviolent Crisis Intervention Training (CPI) and Life Space Crisis Intervention (LSCI).
15. Demonstrated success in accomplishing tasks akin to the responsibilities listed below.
16. Such alternatives to the above qualifications as the Calvert County Public Schools may find appropriate and acceptable.

ESSENTIAL JOB FUNCTIONS:

1. May serve as a lead member on the school's Crisis Team during a crisis.
2. Responds to students (within the functional skills, structured learning environment and behavior development programs) in crisis, takes the lead on managing the student during the crisis and remains with the student throughout the crisis event.
3. Assist with reintegrating the student back into the classroom following a crisis.
4. Debriefs with BDP Psychologist, behavior facilitator, classroom teacher following a crisis event.
5. Provide instructional and behavioral support and assistance to classroom teachers and instructional assistants, the Behavior Facilitator, and BDP Psychologist who are implementing the Behavior Intervention Plans for students.
6. Support and assist teachers, Behavior Facilitator, and BDP Psychologist in preparing instructional and behavioral support materials for students.
7. Prepare visual displays/graphs of student progress.
8. Reflect on observed behavior of students and provide ideas and strategies.
9. Provide data collection and clerical support to assist in recording and monitoring student progress and supporting Behavior Intervention Plans.
10. Employ strategies to deescalate a student in crisis.
11. Assist with demonstrating behavior interventions/strategies for the school-based team.

12. Attend monthly school-based team/staff meetings.
13. Provide support for students transitioning between teachers or to another school.
14. Provide class coverage in the absence of classroom teacher as necessary.
15. Provide support to transportation staff in the implementation of behavior plans while students are being transported.
16. Come to work promptly every day.
17. Work flexible hours as necessary.
18. Work under stress and meet all deadlines.
19. Travels from school to school as necessary.

OTHER DUTIES: (Duties listed are not intended to be all inclusive nor limit duties that might reasonably be assigned.)
Performs related work as required or assigned by the Principal

PHYSICAL DEMAND: Requires moderate physical effort, including lifting and carrying objects weighing up to fifty (50) pounds and physically restraining students in CPI holds.

UNUSUAL DEMANDS: Requires the implementation of CPI physical restraint.

FLSA STATUS: Non-Exempt

TERMS OF EMPLOYMENT: Ten (10) month position and salary commensurate with qualifications and experience applied to the salary schedule for CAESS Salary Scale 018. If chosen for this position, the candidate must enroll in direct deposit.

EVALUATION: Performance will be evaluated in accordance with the policy on evaluation as established by the Calvert County Public Schools.

EFFECTIVE DATE OF POSITION: Immediate vacancy

APPLICATION PROCEDURE: Application deadline is (date) at 4:30pm.

Option 1: **Current Calvert County Public Schools employees** need to submit interest via AppliTrack.

Option 2: Interested **candidates who are not currently employed by Calvert County Public Schools, including current substitutes**, must submit a completed application thru AppliTrack, including a minimum of three references with their e-mail addresses via our website www.calvertnet.k12.md.us. References must be directly related to work experience and must include current immediate supervisor.

Prior to the filling of any vacancy, permanent employees who have requested a transfer in a timely manner shall be afforded an opportunity to meet with the supervisor of the position for which the vacancy exists.

State law requires that anyone hired after October 1, 1986, who will have contact with school children, must be fingerprinted and submit to a criminal background investigation. Federal law requires that a new employee must complete the Employment Eligibility Verification (Form 1-9) in person before beginning employment. Employment is conditional upon successful completion of a drug screen. Current employees of the Calvert County Public Schools are exempt from these requirements.

Anti-Discrimination Statement

Calvert County Public Schools does not discriminate on the basis of race, color, religion, sex, age, ancestry or national origin, familial status, marital status, physical or mental disability, sexual orientation or genetic information or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

- Director of Student Services
- Director of Human Resources
1305 Dares Beach Road
Prince Frederick, MD 20678
410-535-1700

For further information on notice of non-discrimination, visit the Office of Civil Rights Complaint Assessment System at: <http://ocrcas.ed.gov> or call 1-800-421-3481.

Anti-sexual, Anti-racial and Anti-disability Harassment Statement

Discrimination can manifest itself in behaviors such as bullying, harassment, or intimidation of individuals.

Calvert County Public Schools does not tolerate any form of harassment including, but not limited to, sexual, racial, or disability. Any individual (student, employee, or community member) who believes that he or she has been subjected to any form of harassment is encouraged to report the allegation of harassment. Students, parents and community members may report allegations of harassment to:

Director of Student Services
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Employees may report allegations of harassment to:

Director of Human Resources
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Calvert County Public Schools is committed to conducting a prompt investigation for any allegation of harassment. If harassment has occurred, the individual will be disciplined promptly. Disciplinary actions for students found to have engaged in any form of harassment may result in suspension or expulsion. Disciplinary actions for employees found to have engaged in any form of harassment may result in suspension or termination.

Calvert County Public Schools encourages all students, parents, employees, and community members to work together to prevent any form of harassment.