

**CHINO VALLEY UNIFIED SCHOOL  
DISTRICT  
Position Description**

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**TITLE:** Behavior Intervention Specialist

**REPORTS:** Behavior Intervention Coordinator

**DEPARTMENT:** Special Education

**CLASSIFICATION:** Classified Management

**FLSA:** Exempt

**WORK YEAR:** 220

**ISSUED:** August 15, 2013

**SALARY:** Range 29A

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**BASIC FUNCTIONS:**

Under the supervision of the Director of Special Education and the direction of the Coordinator of the Behavior Intervention Program or designee, plans and provides behavior management programs and implements positive behavioral interventions for pupils, classrooms, and school sites, as well as related services to teachers, administrators, other special education staff, parents, and the community, as appropriate. The employee in this classification trains and monitors the paraprofessionals (behavior support aides) who work with students with behavior plans.

**REPRESENTATIVE DUTIES:**

Incumbent may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principle job elements.

**E = ESSENTIAL FUNCTIONS MINIMUM REQUIREMENTS:**

Performs a variety of professional activities involved in the observation, assessment and identification of behavioral needs among referred and identified students with disabilities. **(E)**

Develops and implements strategies for positive student behavior management. **(E)**

Provides consultation, training and technical assistance to families, educators, and others concerning behavioral issues and problems. **(E)**

Attends/participates in Individual Education Plan (IEP) meetings and various other meetings concerning students with special needs; collaborates with parents, school staff and administrators in the development and implementation of IEPs, Behavior Support Plans (BSP's), and Behavior Intervention Plans (BIP's) as required. **(E)**

Responsible for the ongoing training and support of behavior support aides and other school personnel.

Assist in assuring educational activities for identified students.

Comply with established standards, requirements, laws, codes, regulations, policies, and procedures.

Performs other related duties as assigned.

**EDUCATION, EXPERIENCE, LICENSES, AND OTHER REQUIREMENTS:**

A Master's degree in Psychology, Behavior Psychology, counseling, or related field.

Board Certified Behavior Analyst (BCBA) or documented evidence of equivalent education, professional training, and/or experience in Applied Behavior Analysis (ABA) leading to a BCBA certification.

Preferred current nonviolent crisis intervention (CPI) trained.

A valid California class c driver's license, a good driving record and the ability to maintain insurability under the District's vehicle insurance policy.

**KNOWLEDGE AND ABILITIES: KNOWLEDGE OF:**

- Federal, state and local regulations including legislation relating to general education, special education, confidentiality, school records, attendance, program eligibility and suspension/expulsion.
- Applicable and appropriate psychological and achievement appraisal instruments, techniques and procedures.
- Behavior interventions, functional behavior assessments, and/or crisis interventions.
- Developmental, social/emotional and behavioral characteristics of pre-school and school age students.
- Computer programs applicable to assessments.

**ABILITY TO:**

- Implement and support behavioral management programs.
- Train and supervise staff.
- Interact effectively with parents and children of diverse backgrounds and experiences.
- Effectively deal with site and District personnel, social services, and other agencies in resolving student problems and concerns.
- Communicate effectively in oral and written form, ensuring understandable and thorough communication.
- Understand and carry out oral and written directions with minimal accountability controls.
- Establish and maintain effective organizational, public, and community relationships.
- Operate computer and computer programs.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

- District office environment and school sites.
- Demanding timelines.
- Must have valid California driver's license and automobile available for use.
- Subject to driving to a variety of locations to work during day and evening hours.

- Subject to frequent interruptions and extensive contact with students, staff, parents and the public.
- Indoor and outdoor environment.

**PHYSICAL DEMANDS:**

- Bending at the waist, kneeling or crouching, and reaching to retrieve and maintain files and records.
- Reaching overhead, above the shoulders, and horizontally.
- Dexterity of hands and fingers to operate standard office equipment, computer keyboard, and other equipment necessary to complete the required duties.
- Hearing and speaking to exchange information in person and on the telephone.
- Visual ability to read, and to prepare/process documents and to monitor various services and personnel.
- Sitting for extended periods.
- Standing for extended periods.
- Walking over rough or uneven surfaces.
- Climbing, occasional use of stepladders.
- Physical activity may be required, which could include moderate lifting.
- Ability to appropriately conduct Crisis Prevention Intervention (CPI).

**HAZARDS:**

- Extended viewing of computer monitor.
- Working around and with office equipment having moving parts.
- Subject to driving to a variety of locations to conduct work during day and evening hours.

**FUNDING:**

Continuity of this position is based on continued availability of funding.

I have read the above position description and fully understand the requirements set forth therein. I hereby accept the position of Behavior Intervention Specialist and agree to abide by the requirements and duties set forth. I will perform all duties and responsibilities to the best of my ability.

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**(Signature of Employee)**

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**(Date)**

In compliance with the Americans with Disabilities Act, the Chino Valley Unified School District will provide reasonable accommodations to qualified individuals with disabilities, and encourage both prospective and current employees to discuss potential accommodations with the Division of Human Resources.

Board approved: August 15, 2013  
 Revised: August 17, 2017