

USD 261 EDUCATIONAL SUPPORT STAFF
POSITION DESCRIPTION

POSITION TITLE: **BEHAVIOR TECHNICIAN**

SUPERVISOR: Principal

PAYMENT RATE: According to Educational Support Staff Salary Schedule

QUALIFICATIONS:

1. High School diploma or equivalent.
2. One of the following endorsements:
 - a. Completed two years of study at an institution of higher education (48 college hours).
 - b. Have an associates or bachelors degree.
 - c. Demonstrate knowledge through formal assessment, (e.g. ParaPro Assessment - former assessment or The Paraeducator Learning Network Assessment – current assessment).
3. Maintain current TB testing as required by Health Department regulations (after employment offer is made).

ESSENTIAL FUNCTIONS:

1. Adapt classroom activities, assignments and/or materials under the direction of the supervising teacher for the purpose of supporting and reinforcing classroom objectives.
2. Administer tests, homework, make-up work, etc. for the purpose of supporting teachers in the classroom.
3. Assist medically fragile or physically disabled students for the purpose of maintaining students' personal hygiene.
4. Attend meetings and in-service presentations (e.g. first aid, CPR, emergency procedures, etc.) for the purpose of acquiring and/or conveying information relative to job functions.
5. Communicate with supervising instructional staff, professional support personnel, and parents for the purpose of assisting in evaluating progress and/or implementing IEP objectives.
6. Implement, under the supervision of assigned teacher, behavioral plans designed by IEP team for students with behavior disorders or other special conditions for the purpose of presenting and/or reinforcing learning concepts.
7. Maintain instructional materials and/or manual and electronic files/records for the purpose of facilitating instruction; recording student information; and/or meeting mandated requirements.
8. Monitor students during assigned periods within a variety of school environments (e.g. restrooms, playground, hallways, bus loading zones,

cafeteria, parking lots, etc.) for the purpose of maintaining a safe and positive learning environment.

9. Provide, under the supervision of assigned teacher, instruction to students in a variety of individual and group activities (e.g. academic subjects, social skills, daily living skills, etc.) for the purpose of reinforcing instructional objectives; implementing IEP plans; and ensuring students' success in school.
10. Utilize all means of proactive intervention to de-escalate a situation non-physically through knowledge and implementation of the crisis cycle in order to prevent an incident and/or a crisis.
11. Understand, recognize and cope with varied causes of verbal/physical aggression to effectively manage a negative situation.
12. Develop a relationship with students, meet their needs, and treat them with dignity and respect, as well as helping them keep their own dignity and respect for themselves.
13. Demonstrate dependability, promptness, and regular attendance in order to establish consistent routines, promote teamwork, and guarantee instructional continuity.
14. Maintain a high level of confidentiality regarding student and staff information in order to remain in compliance with legal requirements and to maintain a professional working environment.
15. Perform other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

PHYSICAL REQUIREMENTS/ENVIRONMENTAL CONDITIONS:

1. Demonstrates required mobility, agility, and dexterity to work with students.
2. Ability to move, lift, pull or push objects.
3. Remain attentive to students while working in noisy, crowded environments with numerous interruptions.
4. Ability to pass all levels of Mandt Training (training provided by district).
5. Ability to manage personal stress in a fast-paced, high-intensity work environment.
6. Ability to communicate and work together effectively as a team member in order to accomplish student and school-wide goals.
7. Ability to manage one's own emotions during difficult interactions in order to demonstrate appropriate behavior in conflict resolution and provide safety.

TERMS OF EMPLOYMENT:

At will

PERFORMANCE REVIEW:

Performance effectiveness evaluated in accordance with Kansas Statutes and Board of Education Policy.

APPROVED: