

SEMINOLE COUNTY PUBLIC SCHOOLS, FLORIDA

Position/Job Description

ELEMENTARY BEHAVIOR SUPPORT

QUALIFICATIONS

- Bachelor's Degree with Florida Teaching Certification.
- Three (3) of years successful teaching in elementary schools.

KNOWLEDGE, SKILLS, ABILITIES

- Knowledge of current trends and best practices, including an understanding of instruction and student behavior supports.
- Skills in problem solving, human interaction and conflict management.
- Effective skills in oral and written communications.
- Ability to analyze, interpret, synthesize, and use data in decision-making.
- Knowledge of technology as related to specific job functions.
- Knowledge of effective frameworks that guide integration and implementation of the best evidence-based academic and behavioral practices for improving academic and behavioral outcomes for all students.

SUPERVISION

REPORTS TO Principal and/or Designee
SUPERVISES No supervisory duties

POSITION GOAL

To cultivate and promote a safe, learning-centered school environment by encouraging positive student behaviors and supporting classroom teachers in student behavior management.

PERFORMANCE RESPONSIBILITIES

1. * Serve as a central resource person for pupil personnel services to include the counsel of students and parents where behavioral problems are involved.
2. * Counsel students with regard to personal and social adjustments and, when necessary, make appropriate referrals to other school personnel.
3. * Serve as a resource to teachers on best practices in classroom management and student behavior intervention.
4. * Facilitate and/or implement the school's Tier I behavior program for students.
5. * Collaborate with the school's Multi-Tiered System of Supports team to identify students in need of Tier 2 or Tier 3 behavioral intervention, assist in the planning of those interventions, and provide assigned interventions.
6. * Investigate problems of disciplinary nature, document information and report findings to appropriate individuals including school administrators and the School Resource Officer(s)/local law enforcement.
7. * Make periodic tours of campus to ensure that school and school board policies are being enforced.
8. * Assist with the enforcement of school board/state attendance policies.
9. * Assist with the supervision of organized student gatherings and see that all equipment is operative.
10. * Coordinate school bus supervision before and after school.
11. * Coordinate the student lunchroom and work duty assignments.
12. * Assist with the supervision of students detained after school hours for disciplinary reasons.
13. * Investigate referrals where student or school property is stolen or reported missing.
14. Perform other duties as assigned by the Principal and/or Designee.

*Denotes essential job function/ADA

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EQUIPMENT / MATERIALS

Two way radios, computer, copier, printer, fax

PHYSICAL REQUIREMENTS

Light Work

Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently. If the use of arm and/or leg controls require exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated as Light Work.

PHYSICAL ACTIVITIES

Sitting

Resting with the body supported by the buttocks or thighs.

Standing

Assuming an upright position on the feet particularly for sustained periods of time.

Walking

Moving about on foot to accomplish tasks, particularly for long distances.

WORKING CONDITIONS

Indoors / Outdoors The worker is subject to both environmental conditions. Activities occur inside and outside.

TERMS OF EMPLOYMENT

PAY GRADE

T **\$37,950 - \$73,750**
District Salary Schedule
Months 10
Annual Days 196
Weekly Hours 35
Annual Hours 1372

POSITION CODES

PeopleSoft Position TBA
Personnel Category 4
EEO-5 Line 43
Function Varies
Job Code 1101B
Survey Code 63105

FLSA

Applicable
 Not applicable

BOARD APPROVED

June 11, 2013

ADA Information Provided by Marian Anderson-Cummings
Position Description Prepared by Marian Anderson-Cummings