



HOLMDEL TOWNSHIP PUBLIC SCHOOL

JOB DESCRIPTION:

TEACHER/BEHAVIOR SPECIALIST

QUALIFICATIONS:

1. Holds valid New Jersey Certificate: Teacher of the Handicapped or Teacher of Students with Disabilities or one of the following:
 - a. Speech and Language Specialist Certification
 - b. School Psychologist Certification
 - c. Social Worker Certification
 - d. Learning Disabilities Teacher-Consultant Certification
2. Minimum of five years' working in an accredited, behaviorally-orientated program for individuals with autism. (Background/Experience in Applied Behavior Analysis or Verbal Behavior)
3. Board Certified Behavior Analyst.
4. Demonstrates effective problem solving, communications, organization, planning, record keeping and human relations skills.
5. Demonstrates ability to work effectively with students, staff, parents, administrators and others.
6. Successfully completes required criminal history check and has proof of U.S Citizenship or legal resident alien status.
7. Such alternatives as the Board may find appropriate and acceptable.

REPORTS TO: Director of Special Services

JOB GOAL: To establish a parent-professional partnership, which provides program development and ongoing training for teachers, paraprofessionals, and parents. Act as a liaison between the teacher, child study teams, parents, administration and school community in facilitating the understanding and acceptance of autism. The Teacher/Behavior Specialist will implement "best practice" instructional models and consult with the principal, teachers and parents in the support of students.

1. PERFORMANCE RESPONSIBILITIES:

- a. Develop preschool, elementary, middle school and high school programs for autistic students based on sound educational research and best practices.
- b. Provide training and support to teachers and aides in applied behavior analysis.
- c. Provide training to general education staff to facilitate effective mainstreaming and inclusion.
- d. Develop specific behavioral programs and consultation for students to decrease inappropriate and interfering behaviors.
- e. Teach/model lessons in the classroom.
- f. Conduct functional behavior assessments and monitor progress through a goal-setting, progress-monitoring system.
- g. Provide support and consultation for parents.
- h. Plan for the transition from elementary to middle to high school.

- i. Carry out other duties as assigned by the Director of Special Services.

2. Student Management

- a. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- b. Implements all relevant policies and rules governing student life and conduct.
- c. Develops reasonable rules of classroom behavior in accordance with district policy and guidelines, and maintains order in the classroom in a fair and just manner.

3. Professional Development

- a. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- b. Keeps self updated on knowledge of autism, applied behavior analysis and/or verbal behavior

4. School/Community Relations

- a. Strives to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians when necessary.
- b. Cooperates and shares professionally with members of the administration and other staff.
- c. Maintains confidentiality about students in accordance with state and federal law as well as district policy.
- d. Attends parent communication activities (i.e., Back to School Night, conferences) as designated in the negotiated agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.
- e. Provides progress reports, on students assigned to the program to both classroom teachers and parents as required.
- f. Communicates with and assists teachers regarding objectives devised for each student and the materials being used to accomplish those objectives in their classrooms.

5. Other Assigned Duties

- a. Performs all other tasks and assumes such other duties as designated by the Director of Special Services.

TERMS OF EMPLOYMENT: Ten month year. Salary established in the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

EVALUATION: Performance of the position will be evaluated in accordance with provisions of the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Board Meeting

DATE: August 28, 2013