

CLASS TITLE: CLINICAL MANAGER OF BEHAVIOR INTERVENTION SERVICES**BASIC FUNCTION:**

Under the direction of the Director of Special Education and Pupil Services, the Clinical Manager of Behavior Intervention Services assists in the coordination, management and evaluation of needs of District behavior and discipline programs including intervention and support services.

ESSENTIAL DUTIES:

1. Coordinate curriculum development activities based on behavioral principles to align with Individualized Education Program (IEP) goals.
2. Coordinate Positive Behavior Intervention Supports (PBIS) for the district.
3. Provide consulting and coaching to teachers, instructional services staff and administrators on classroom management strategies.
4. Assist in conducting district wide behavioral services needs assessments.
5. Conduct functional analysis assessments.
6. Supervise behavior services staff as assigned.
7. Collaborate with local agencies to ensure continuity of services.
8. Provide coaching and training on database systems (i.e. SWIS/ISIS)
9. Collect and analyze data on rates of inappropriate behaviors, skills and effectiveness of interventions.
10. Develop, model and oversee lesson plans to teach replacement skills.
11. Collaborate with District staff to align practices with IEP behavioral goals.
12. Develop student behavioral reinforcement systems.
13. Write, train and oversee the implementation of behavior intervention plans; review the behavior intervention plans written by others.
14. Assist in assigning students to programs based on relevant guidelines as needed.
15. Develop and conduct in-service training for administrators, teachers and paraprofessionals.

16. Identify and develop materials helpful in curriculum implementation and instructional program improvement regarding best practices for students with special needs.
17. Maintain knowledge of current developments in the field of special education, applied behavior analysis and autism.
18. Supervise, train and evaluate behavior services supervisors and behavior technicians.
19. Develop and monitor program costs.
20. Attend IEP and other related meetings.
21. Participate in recruitment, interviewing, and selection of behavior services supervisors and behavior technicians.
22. Maintain appropriate staffing ratios for programs and services.
23. Perform initial behavioral assessments including preschool initial special education assessments.
24. Perform other duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge and experience pertaining to behavior management systems and working with collaborative teams.

Character, personality, and social interaction skills for working effectively with diverse staff, students, parents and the community.

Understand and work effectively with people from different cultures.

Possess specific knowledge in the area of behavioral theory and practice in relation to autism, emotional disturbance and moderate/severe disabilities.

Demonstrate leadership skills.

Demonstrate knowledge of special education funding sources, constraints, and impact.

Build strong, positive professional relationships through clear communication and follow-through.

Expertise in accommodation and individualization of curriculum and instruction.

Maintain knowledge of regulations, laws, state and federal mandates related to special education and student services.

Analyze situations; identify options; project consequences for proposed actions, and implement and evaluate recommendations.

Excellent written and oral communication.

Work independently to produce reports, organize projects, and compile data.

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Perform independent research.

Ability to evaluate staff.

EDUCATION AND EXPERIENCE:

Master Degree in Psychology, Education, or a closely related field and Board Certified Behavior Analyst (BCBA) certification highly desired. Five (5) or more years of experience in the behavioral field working with students in special education, their families and school staff, and supervising behaviorally based programs and staff. In depth knowledge of Applied Behavior Analysis (ABA) and Discrete Trial training.

LICENSING AND CERTIFICATION:

As required by law.

WORKING CONDITIONS:

Work collaboratively with all District Office departments and school site personnel.

TERM OF

EMPLOYMENT: Salary and work year to be established by the Board of Education.

EVALUATION: Performance of this job will be evaluated in accordance with the Agreement between the Sunnyvale School District and the Sunnyvale Classified and Certificated Association for Management Personnel (SCCAMP)