

**PLEASE POST**

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PUBLIC SCHOOLS OF ROBESON COUNTY  
POST OFFICE DRAWER 2909  
LUMBERTON, NC 28359

**VACANCY ANNOUNCEMENT**

**DATE:** April 19, 2024

**POSITION:** Behavior Specialist (12 months yearly)






**SALARY:** (Grade 67: \$3,448.57 monthly – Starting Salary)











**DEADLINE DATE FOR RECEIVING APPLICATIONS:** May 2, 2024














**WORK LOCATION:** Central Office

**REPORTS TO:** Director of Exceptional Children’s Department

**GENERAL DUTIES:** Under general supervision, provides consultation, support, and training to school staff in areas of behavior management/ prevention/ intervention/, classroom management, and instructional strategies. Employee assists in development of Functional Behavior Assessments and Behavior Intervention Plans. Employee assesses academic and behavioral needs of students, assists teams in developing a plan to address needs. Employee participates in on-going training as required by supervisor.

- QUALIFICATIONS:**
-  Minimum requirements: BS degree in Social Work, Counseling or a related field.
  -  Three years of experience in a similar position.
  -  Knowledge, skills and abilities required to satisfactorily perform the essential duties and responsibilities.
  -  Strong interpersonal skills.
  -  Knowledge of TCS and Board of Education policies and procedures.

- RESPONSIBILITIES:**
-  Provides consultation to school staff and school based teams on individual behavior strategies, classroom management, and school wide behavior supports.
  -  Provides in-class observations, feedback, and coaching to teachers on implementation of behavior strategies.
  -  Assists in the development of Functional Behavior Assessments and Behavior Intervention Plans.
  -  Collects data, assists with on-going evaluation of behavior plans and interventions with recommendations for modifications.
  -  Provides trainings on topics identified by school teams and school systems. Focused on building capacity in the area of behavior management: prevention, intervention, and intensive intervention focused topics.
  -  Attends required staff meetings and staff development sessions.
  -  Works effectively and respectfully with students, family members, and school personnel, community resources and natural supports.
  -  Conducts Manifestation Determination Reviews.
  -  Consults with the parents, teachers, and other school personnel to determine the causes of problems and effect solutions.
  -  Has the ability to provide a supportive role to the principal.

-  Completes the Annual Request for PRC 29 Grant Funding in collaboration with Exceptional Children's Director.
-  Attends DPI Regional Meetings with Behavior Support Consultants.
-  Collaborates with DPI Behavior Support Consultants with PRC 29 Grant.
-  Assists teachers in developing accommodations and modifications to meet student academic and behavioral needs.
-  Maintains and analyzes accurate student behavioral data to assist committees in making informed decisions.
-  Completes monthly Suspension Reports and exports data for reporting to Exceptional Children's Director.
-  Participate as a Crisis Team member after training in the program for non-violent crisis intervention.
-  Possess a working knowledge of community agencies and resources.
-  Understands and models positive behavioral intervention supports.
-  Ability to work flexible hours to accommodate parent meetings, conferences, and staff development.
-  Has the ability to establish and maintain effective working relationships with teachers, students, parents, the community, and the administrative staff.
-  Demonstrates proficient experience with Microsoft Office (Word, Excel, PowerPoint), Student Information System (SIS) and email communications.
-  Performs other duties as assigned.

### INSTRUCTIONS TO APPLICANTS

1. The stated deadline will be strictly adhered to. All applications must be in the **Human Resources Department** of the Public Schools of Robeson County by **5:00 p.m.** on the stated deadline date in order to be considered for the position.
2. **New Applicants:** Must submit an **on-line application at:** <https://robeson.tedk12.com/hire/index.aspx>  
**Active Applicants:** Must **apply** for **this** specific job opening at: <https://robeson.tedk12.com/hire/index.aspx>

**Current Employees:** Must submit a **letter of interest and resume** for this specific job opening.

**Public Schools of Robeson County**  
**Attn: Human Resources Department**  
**Post Office Drawer 2909**  
**Lumberton, NC 28359**  
**Telephone Number: (910) 671-6000**

3. **Selection Process:** All applications received for this position will be reviewed by the Director of Exceptional Children and the Human Resources Department. Selected applicants will be contacted for an interview. **All applications** will be retained on an active status for a period of **one (1) year**.

**The Board of Education for the Public Schools of Robeson County is an equal opportunity employer.**