

**OFFICE OF MARY C. BARLOW  
KERN COUNTY SUPERINTENDENT OF SCHOOLS**

**PROGRAM SPECIALIST – BEHAVIOR EMPHASIS**

Certificated Job Description

**IMMEDIATE SUPERVISOR:**

Assigned Administrator

**ESSENTIAL FUNCTIONS:**

1. Provide staff development and training for instructional and support personnel throughout KCSOS in the area of behavior intervention for students with exceptional needs.
2. Provide training for KCSOS ProAct Certification.
3. Assist in the development of Behavior Intervention Plans for referred students in special education and act as consultant to the district level BICM.
4. Knowledge and experience in functional analysis, ecological analysis of settings, and systematic observation and data tracking methods leading to positive behavior intervention plan development for students with special needs.
5. Advise and provide support to Consortium county/school district personnel responsible for local staff development activities.
6. Provide leadership to instructional and support personnel related to behavior intervention methodology in meeting the identified educational goals of individuals with exceptional needs.
7. Assist in the planning, preparation, and presentation of the staff development activities.

**MINIMUM QUALIFICATIONS:**

- A. Personal Qualifications:
  1. Ability to stand, sit, reach, grasp, stoop, bend, push, pull, and kneel.
  2. Ability to exert 25 pounds of force to lift, carry, push, pull, or otherwise move objects.
  3. Manual dexterity to operate office, multimedia and computer equipment.
  4. Good sensory ability, including perceiving the nature of sound, near and far visual acuity, and depth perception.
  5. Ability to drive to various school sites and meeting locations.
  6. Must possess a private vehicle, valid California driver's license, and carry current automobile insurance with at least minimum coverage for public liability and property damage.

7. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

B. Professional Qualifications:

1. Demonstrates highest standards of integrity, honesty, ethics, confidentiality, and professionalism.
2. Demonstrates managerial and organizational skills.
3. Ability to work harmoniously and effectively with administrators, teachers, and other staff members and district personnel.
4. Willingness to abide by the rules and regulations of the Office of the Kern County Superintendent of Schools in a professional manner.
5. Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

**TRAINING AND/OR CREDENTIALS**

A. Education:

1. Possess or be eligible and obtain a California Special Education teaching or related credential.
2. Masters degree desirable.

B. Experience:

1. Five years of educational experience in general or special education classroom instruction, or related experience in working with special needs children.
2. In-depth experience and knowledge of special education program IEPs and behavior intervention plan strategies and implementation.
3. Successful diagnostic and prescriptive experience working with children with special needs; experience with students with emotional disturbances or autism is desirable.
4. A history of demonstrated excellence in oral and written communication.
5. Staff development experience.

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G:\Program Specialist – Behavior Emphasis