

**KERN COUNTY SUPERINTENDENT OF SCHOOLS
APPROVED APRIL 2025
SALARY SCHEDULE: #26
CLASSIFIED ADMINISTRATIVE - OVERTIME EXEMPT
CODES: 2, 6, 8**

PROGRAM COORDINATOR – BEHAVIOR INTERVENTION SERVICES

DEFINITION

Under general direction, the Program Coordinator – Behavior Intervention Services will oversee the provision of behavior intervention services to district special education students referred for assessment and assistance with the goal of facilitating and promoting positive behavior in the school setting.

The Program Coordinator – Behavior Intervention Services provide service and oversight of behavioral intervention services to students and work more specifically with District personnel in understanding behavior intervention referrals and tiered behavioral supports.

EXAMPLES OF DUTIES

Screen and process referrals for behavior intervention services for students from member districts;

complete required documentation for special education students receiving behavior intervention services;

develop and oversee behavioral intervention programs for special education students;

participate in IEP meetings as assigned, for students receiving behavior intervention services;

provide information to IEP teams and students regarding services and support provided by other public and private community agencies;

provide inservice training to parents, community agencies, students, member district personnel, and others;

work with documentation administered by contract providers;

monitor and evaluate the performance of behavioral support contract agencies;

serve as a liaison with the Community Advisory Committee to ensure an effective level of community involvement with behavior intervention programs;

assist with the development of long and short range goals for the purpose of implementing regional behavior intervention programs/services for students and complying with local, state, and federal regulations;

supervise, train, evaluate assigned classified staff;

develop policy for behavior intervention services and/or behavioral trainings;

attend collaborative meetings with other county agencies;

assist teaching staff in the classroom management approaches that support positive behavior;

oversee and provide one-on-one consulting with teachers and school staff in need of additional support around the implementation of behavior supports;

perform other related duties as assigned.

QUALIFICATIONS

Knowledge of:

Willingness to stay abreast of current trends, innovations and practices in behavior intervention service delivery, staff development and program oversight;

evidence-based therapy and/or behavior support methods appropriate to meeting the needs of special education students and their families;

agencies and resources available to assist children;

federal and state laws concerning family rights concerning student behavior and/or and behavior intervention services;

the Individual Education Plan (IEP) process.

Ability to:

Abide by the rules and regulations of the Office of the Kern County Superintendent of Schools in a professional, efficient manner;

evaluate the efficacy of behavior intervention services to students and their families;

be creative and to make decisions based on sound educational principles;

establish successful working relationships and rapport with individuals and groups;

articulate ideas and information effectively to others;

work effectively with diverse individuals and groups.

Experience:

Two (2) years of experience providing social, behavioral, or behavioral health services to school-aged children in schools;

three (3) years of experience in the tier II behavioral or tier III behavior intervention planning process (including direct services, treatment plans, monitoring progress, and exit from service) desired;

two (2) years of experience providing training to a variety of stakeholders, including parents, educational staff, and/or community-based organizations desired.

Education:

Valid California Board of Behavioral Sciences Examiners (BBSE), Marriage Family Therapist (MFT), or Licensed Clinical Social Worker (LCSW) license or a credential allowing for School Psychological services (PPS or the equivalent); or valid certification as a Board Certified Behavior Analyst or Board Certified Behavior Analyst – Doctoral by the Behavior Analyst Certification Board.

Master's degree from an accredited college or university.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

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.

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.

This position is overtime exempt and has a probationary period of one year.

CP: rn

4/4/2025

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Formerly Coordinator III – Behavior Intervention Services – SELPA 2024