

## **Southern Tier Independence Center Job Description**

**Position:** Behavioral Specialist

**Hours:** Full-time, 35 hours per week

**Revised:** September 2024

### **Qualifications:**

1. Master's Degree in Special Education, Psychology, Social Work, or related field and at least three years of experience working with children with disabilities or an equivalent combination of education and experience.
2. Experience conducting functional behavioral assessments and training in the area of behavior support or behavioral interventions.
3. Experience developing and implementing behavioral support plans.
4. Attention to detail and organization skills are essential.
5. Excellent conflict resolution skills.
6. Excellent interpersonal, communication and writing skills.
7. Excellent computer skills and knowledge of Microsoft Office applications.
8. Ability to plan and prioritize work tasks and schedule.
9. Ability to effectively interact and work with individuals from diverse backgrounds.
10. Ability to multi-task and work effectively in both a team and individual setting.
11. Strong belief in and commitment to integration of people with disabilities in all areas of community life.

### **Responsibilities:**

1. Extensive travel within a three county service area (Broome, Chenango, Tioga).
2. Work a flexible schedule that includes early mornings, evenings and weekends.
3. Evaluate existing skills and behaviors of children and adults with various disabilities.
4. Conduct functional behavioral assessments across a variety of community settings (including home and school) using a person-centered approach.
5. Develop written positive behavioral support programs that the family and support staff can implement, which will increase the consumer's independence, integration/inclusion in schools and/or the community.
6. Train family members and other support staff to implement written programs.
7. Evaluate and monitor progress on programs and modify as needed.
8. Meet with individuals/families as needed to discuss progress, concerns, and future goals.
9. Maintain prompt, reliable communication with individuals receiving services, supervisor, Care Managers and other members of the person's care team.
10. Attend team meetings such as Lifeplan meetings, CSE meetings, etc as needed to support the individual.
11. Maintain required documentation of services, collect statistical and other data, prepare reports and submit in a timely manner.
12. Attend all mandatory agency trainings, meetings, sign language classes and advocacy groups.
13. Identify and report all suspicions or reports of abuse/incidents to the supervisor and cooperate with investigations.
14. Other job-related tasks as needed and time permits.

Southern Tier Independence Center, Inc. is an equal opportunity employer. It is our policy to hire the best qualified applicant for the position, without regard to: gender; gender identity/expression; sexual orientation; disability; age; race; color; creed; national origin; pre-disposing genetic characteristics; military, familial, marital or domestic violence survivor status; pregnancy or pregnancy-related conditions; criminal history; or any other protected class included in applicable local, state or federal laws.