

REPORTS TO: Alternative Education Campus Supervisor

QUALIFICATIONS

- High School Diploma
- Associate degree in related field or approved credential
- Must complete required state credentialing requirements (Background check, Fingerprinting)
- Experience supporting K-12 learning programs or clinic based behavioral support
- Such other qualifications as the Arkansas River Education Service Cooperative Board may require
- Career Ready Certificate is Preferred

SPECIAL KNOWLEDGE/SKILLS

- Ability to be dependable and report to work daily
- Exhibit characteristics of being self-motivated and student-focused
- Ability to follow oral and written directions
- Ability to establish effective working relationships
- Maintain effective classroom management strategies
- Cooperatively work in a team
- Possess the confidence to step in, reassure and support a person in distress
- Ability to complete records accurately and timely
- Enhanced interpersonal skills such as non-judgemental listening
- Possess a servant spirit and willing to join a positive culture of learning, leadership, innovation and prosperity
- Demonstrate a professional presence when using personal and cooperative social media accounts

JOB GOAL

To provide behavioral support and strategies to create a healthy and high quality learning experience for every child we serve by focusing resources on the intellectual, physical, emotional, and social development of each child.

PERFORMANCE RESPONSIBILITIES

- Maintain updated knowledge to help someone recover their health by guiding them to further support
- Serve as a point of contact for a student or staff member who is experiencing emotional distress.
- Build relationships with students, staff, families, and community that create a support network
- Assist with implementation of behavior plans
- Assist with implementation of health and wellness plans
- Be familiar with goals, behaviors, and personality of each child
- Facilitate learning sessions under the guidance of a certified teacher or specialist (individually or groups)
- Collaborate with teacher, behavior specialist and other professionals on student progress
- Collect and report outcome data to ensure strategies and programs remain effective
- Participate in staff development and complete all required trainings
- Communicate to the teacher any unusual situations or needs of students
- Assist with establishing classroom management and monitoring of students during times of transition
- Notify immediately appropriate personnel of any evidence of substance abuse, child abuse, child neglect, severe medical conditions, potential suicide, or individuals appearing to be under the influence of alcohol, or controlled substances
- Display ethical and professional behavior in working with students, parents, school personnel, outside agencies
- May perform some routine clerical activities, as the need arises
- Other related duties

TERMS OF EMPLOYMENT - 190 day contract on ARESC Salary Schedule