

# SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION

## BEHAVIORAL HEALTH SPECIALIST

**REPORTS TO:** Assigned Supervisor  
**SUPERVISES:** No supervisory responsibilities.

### **DEFINITION:**

Provide directed learning experiences through the implementation of lesson plans and behavioral programming which assists students ages birth to twenty-two in the acquisition of social, independent living, communication, and learning skills. Attend to the academic, physical, emotional and behavioral needs of students. Provide prompts, discriminative stimuli, consequences, pace tasks. Maintain suitable learning environments, prepare materials, and collect data. Driving a vehicle, travel to various sites within SLO County as assigned.

### **QUALIFICATIONS:**

Required:

1. High school diploma or equivalent.
2. An AA degree (or equivalent) or passage of proficiency examination in compliance with Education Code and No Child Left Behind Act.
3. One year experience working with students who have special needs or are at-risk in a classroom or similar learning environment.
4. Valid California driver's license.
5. First Aid and CPR certification (provided by SLOCOE) must be obtained within 130 days of employment.
6. Federal Bureau of Investigation and the California Department of Justice fingerprint clearance as required by California Education Code.

### **KNOWLEDGE AND ABILITY:**

1. Knowledge of child guidance principles and practices related to students with disabilities.
2. Knowledge of basic needs and behaviors of individuals with autistic spectrum disorder, and/or intellectually disabled and emotionally disturbed.
3. Knowledge of basic subjects taught in SLOCOE schools, including arithmetic, grammar, spelling, language and reading.
4. Knowledge of basic instructional methods and techniques.
5. Knowledge of classroom and playground procedures and appropriate student conduct.
6. Knowledge of record-keeping and reporting techniques.
7. Ability to understand and relate to students with special needs.
8. Ability to communicate effectively both verbally and in writing.
9. Ability to demonstrate an understanding, patient and receptive attitude towards students with disabilities.
10. Ability to operate standard office and classroom equipment including a computer.
11. Ability to observe health and safety regulations.
12. Ability to maintain records and prepare reports.
13. Ability to drive a car.
14. Ability to maintain regular and reliable attendance.
15. Ability to work independently, prioritize and manage multiple tasks and effectively apply time management skills.
16. Ability to establish and maintain positive and effective working relationships with diverse populations.
17. Ability to understand and carry out assignments in a neat, orderly, accurate, and timely fashion following verbal or written instructions with minimal supervision.
18. Ability to exercise sound judgments and decisions and to evaluate the results of those judgments and decisions.
19. Ability to deal with problems or issues that arise within the scope and skill set of the classification

## **ESSENTIAL FUNCTIONS:**

1. Prepare materials, implement individualized educational programs, and facilitate classroom activities for individual or small groups of students in a classroom or other learning environment, under the direction of classroom teacher or supervisor.
2. Assist a teacher in reinforcing instruction for individual or small groups of identified students in a classroom or other learning environment.
3. Observe and implement approved strategies for behavior modification of students who have special needs or are at promise.
4. Assist students with developing social, independent living, communicative, and learning skills. Provide support to students during recreational and leisure activities, integration in the general education setting, special events, and a variety of other school and educational environments.
5. Assist students with transitioning into a school environment following a specialized integration program assigned by supervisor.
6. Perform duties involved in meeting the physical, emotional and therapeutic needs of students. Foster independence of the student through learning and self-help activities. Provide toilet training to students as required. Assist students with sensory motor activities and receptive cognition.
7. Report and confer with faculty and staff concerning student progress, performance and behavior.
8. Confer with the teacher and supervisor concerning student IEPs, lesson plans and materials.
9. Compile information and maintain records related to learning activities and student progress.
10. Communicate with SLOCOE personnel, Local Educational Agencies and outside agencies to exchange information as approved by supervisor.
11. Provide routine first aid to students according to established procedures. Administer medications according to prescribed instructions. Respond to medical emergencies and prepare related paperwork.
12. Wear protective gear (i.e. arm sleeves, closed toe shoes with back straps) as requested by classroom teacher or supervisor in order to support a safe environment.
13. Operate office and classroom equipment including a computer and assigned software. Drive a vehicle to conduct work as assigned by the position.
14. Handle confidential information and materials with complete security.
15. Attend and participate in staff meetings and workshops and obtain certifications (i.e. Crisis Intervention Training) as required by supervisor.
16. Load, unload, and accompany students on buses as directed.
17. Participate in field trips and supervise students in the break areas or bus loading.
18. Handle confidential information and materials with complete security.
19. Other duties as required within the scope and skill level of the job classification.

## **ENVIRONMENT:**

Indoor/outdoor work environment.

## **PHYSICAL DEMANDS:**

1. Dexterity of hands and fingers to operate standard office and classroom equipment.
2. Sitting or standing for extended periods of time, and in various locations, including the floor and child-sized chairs.
3. Climbing stairs, ladders, and various play structures.
4. Physical ability to move continuously and quickly throughout the day and to run short distances.
5. Dexterity of hands and fingers to operate specialized medical equipment.
6. Seeing to read a variety of materials and monitor student health conditions.
7. Hearing and speaking to exchange information,
8. Bending at the waist, kneeling or crouching to assist students.
9. Reaching overhead, above the shoulders and horizontally.
10. Walking on uneven terrain.
11. Climb stairs.
12. Sitting or standing for extended periods of time.
13. Physical ability to lift 20 pounds to shoulder height.

**HAZARDS:**

1. Potential for contact with blood and other body fluids, which may contain bloodborne pathogens and communicable infectious diseases.
2. Potential exposure to verbal abuse and aggressive student behaviors (hitting, biting, scratching, kicking, etc.)
3. Exposure to extreme temperatures.

Grade Allocation: 23
Adopted: 7/1/04
Revised: 10/24/12; 2/27/19; 5/22/2019; 2/18/20, 7/1/2024