

**BERRYESSA UNION SCHOOL DISTRICT
POSITION DESCRIPTION**

JOB TITLE: Behavior Management Technician I (BMTI)

Job Purpose Statement/s: The position of Behavior Management Technician I is to administer basic behavioral techniques to students with significant needs, providing direct student contact and routine clerical/record keeping tasks to address the students' special education needs as directed by the Case Facilitator and/or Case Manager.

Essential Job Functions:

- Administers basic behavioral techniques.
- Collects basic data on student performance.
- Provides classroom supervision of assigned students.
- Provides classroom/home support and/or reinforcement of learning objectives.
- Assists teachers and parents in implementing Individual Educational Programs (IEP), and behavior plans and/or developing students' daily living, academic, social and behavioral skills.
- Assists teachers and parents in implementing behavior intervention plans to ensure an appropriate and safe learning environment.
- Works positively and collaboratively with a wide range of school staff, parents, and private agencies to ensure an appropriate learning program and environment.
- Maintains instructional materials and students' files/records to ensure a safe and appropriate learning environment.
- Performs record keeping and basic clerical functions, scheduling, copying, etc. to support the teacher, case facilitator and/or case manager in maintaining student files and providing classroom materials.
- Attends team meetings specific to assigned students.

Other Job Functions:

- Participates in various meetings for the purpose of sharing information and/or improving skills/knowledge.
- Assists other personnel for the purpose of supporting them in completion of their work as assigned.
- Performs other job-related duties as may be assigned.

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Job Requirements - Qualifications:

Education and Experience Requirements:

- High School diploma or equivalent.
- No Child Left Behind compliance.
- Prior job related experience, paid or volunteer, with children. Direct experience in working with children with special needs desired.

Skills, Knowledge, Abilities and/or Physical Requirements:

- Knowledge of the principles of child development, instructional processes, and behavior modification/intervention.
- Abilities to understand and address students with special needs, understand and carry out oral and written instructions, maintain confidentiality of student records, meet schedules and deadlines, read/interpret/apply rules, regulations, policies, learn methods and materials used in a variety of instructional situations. Provides for special health care needs of students. Significant physical abilities include stooping/crouching, reaching/handling, talking/hearing conversations, near/far visual acuity/depth perception/accommodation/field of vision.

Licenses, Certifications, Bonding, and/or Testing Requirements:

- Passage of Basic Autism District Assessment.
- Criminal Justice Fingerprint Clearance.
- Valid California Drivers License.
- Tuberculin Clearance.
- First Aid and Cardiopulmonary Resuscitation Certificates may be required.

Reports to: Director of Special Education and/or other designated administrator/coordinator

Work Year: 180 days

Salary Placement: CSEA Salary Schedule
11.7

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's Policy and Evaluation of Classified personnel and the CSEA Contract.

Board Approved: May 16, 2006