

Behavior Support Specialist

POSITION OVERVIEW

Responsible for providing support to teaching staff and behavioral, support to individual or small groups of children with developmental delays and/or social-emotional/behavioral concerns in Early Head Start classrooms/center and extended day care programs according to policies, procedures, and philosophy of Macon Program for Progress Board, Policy Council, North Carolina Licensing Regulations, and Head Start Performance Standards.

QUALIFICATIONS

- Bachelor's degree from four-year accredited college or university in Early Childhood Education, Special Education, Psychology, or a related field; one to two years related experience and / or training; or equivalent combination of education and experience.
- Knowledge of typical and atypical child growth and development, especially social-emotional development and behavior.
- Classroom management and behavior modification techniques, including child behavior recording systems.
- Ability to effectively present information to management.
- Excellent Organization skills and attention to detail.
- Excellent written and verbal communication skills with adults and children.
- Proficiency with Microsoft Office programs including Word & Excel.
- CPR and First Aid Certification at hire or within the first 6 weeks of hire (training provided).
- Bi-Lingual, English/Spanish skills are beneficial.

RESPONSIBILITIES

- Provide hands-on support to classroom staff.
- Implement Positive Behavior Intervention Support (PBIS) strategies with assigned children in the classroom using one on one support, as needed.
- Assist children in learning appropriate social and emotional skills as well as using naturally occurring routines and situation in the classroom as teaching moments.
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- Keep a written daily log of behavioral interventions / strategies / teaching tools used in the classroom.
- Collect, organize, and analyze child-related information in order to generate meaningful records and reports of activities and outcomes.
- Attends and participates in scheduled meetings with supervisor, informing of behavior strategies / plans or activities being carried out.
- Ensure that the needs of assigned children are met by assisting with the implementation of the Behavior Plan and / or an Individualized Family Service Plan (IFSP) or Individual Education Plan (IEP).
- Provides support and monitor for age appropriate child guidance techniques per program policies.

- Assists with classroom observations as requested from Mental Health Consultant, as needed.
- Assists with observations in conducting EHS interaction tool as needed / requested by supervisor and collaborates with Education Supervisor as needed.
- Maintains accurate, current reports / records in timely fashion.
- Completes annual mandated training and meetings in accordance with federal and state requirements. Continues professional growth by seeking out staff development opportunities.
- Works cooperatively with other service areas.
- All other duties as assigned.

BENEFITS & COMPENSATION

- \$500 Sign-On Incentive.
- Paid continuing education & training opportunities.
- Affordable Medical, Dental, & Vision insurance eligibility after 60 days.
- Life Insurance
- Supplemental insurance coverage options available; such as additional life insurance, cancer, accident, etc.
- Matching 401k retirement plan
- 11 paid Holidays
- Annual and Sick Leave Accruals

Macon Program for Progress is an Equal Opportunity Employer. In accordance with the Head Start mandate, COVID-19 vaccination is required, with religious and medical exemptions accepted as required by law.