



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 / Head start classrooms 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.
- In collaboration with Disabilities Manager / Mental Health Coordinator, Mental Health Consultant, and classroom lead teacher, assure 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.

Macon Program for Progress is an Equal Opportunity Employer.