



# Sulphur Springs Union School District

Serving Grades TK-6

27000 Weyerhaeuser Way, Santa Clarita, CA 91351

661-252-5131

[www.sssd.k12.ca.us](http://www.sssd.k12.ca.us)

## BEHAVIOR SERVICES SUPERVISOR

### **DESCRIPTION**

Under the direction of the Director of Special Education, this individual shall provide direct services, training, and consultation services to students, school staff and parents/guardians related to positive behavior support, which may include observing, collecting and analyzing data for Functional Behavioral Assessments (FBAs) and Supplemental Adult Support (SAS) assessments, assisting with development of Behavior Intervention Plans (BIPs) and Behavior Support Plans (BSPs), providing supportive interventions to teachers and/or students, and complying with Federal, State, County, and District policies, regulations and/or procedures.

### **DUTIES AND RESPONSIBILITIES**

- Observes students and collaborates with teachers, site administrators, related service providers, instructional assistants, and related agencies as appropriate, to support the implementation of effective classroom management strategies and positive behavioral support that facilitate student independence.
- Conducts follow-up observations, consults and collaborates with staff to evaluate plan implementation/effectiveness.
- Demonstrates application of instructional strategies for classroom management and positive behavior support (ex. PECS, Social Stories, visual supports, reinforcement.)
- Works with special education staff in developing data collection systems and assists in and/or monitors data collection to ensure successful implementation of behavioral plans.
- Assists in the development of behavior plans and appropriate goals and benchmarks.
- Provides written reports and/or summaries of observations, data, and recommendations, as needed, to the school psychologist to support development of Psycho-educational reports, SCIA assessment reports, and FBAs.
- Provides technical support in other areas, as requested and appropriate (IEP development, instructional materials development, scheduling, overall classroom management, and training of instructional assistants).
- Develop procedures/training materials and provide professional development for district staff for the purpose of enhancing programs and services for students with challenging behaviors.
- Participates in a variety of meetings, workshops and committees for the purpose of conveying and/or gathering information required to perform functions and remaining knowledgeable with program guidelines.
- Assist with the recruitment, selection, training, and scheduling of Behavior Intervention Assistant (BIA) staff.
- Support the District with the selection, training, and monitoring of Supplemental Adult Support (SAS) staff.

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District Fax #'s

Business Services 661-252- 8814  
Personnel Services 661-252- 3589

Instructional Services 661-252- 6847  
Superintendent 661-252- 6849

Special Education Services 661-252- 6229  
Technology Dept. 661-252- 6848



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- Assist with the supervision and evaluation of Supplemental Adult Support (SAS) staff
- Read, interpret, apply and explain district policies and special education rules, regulations and procedures.
  - Assists Director of Special Education in monitoring use of paraprofessionals.
  - Perform such other duties as assigned.

## **SUPERVISION EXERCISED OR RECEIVED**

Under the immediate direction of the Director of Special Education.

Provide clinical supervision to Behavior Intervention Assistants (BIAs), including BIAs who require Registered Behavior Technician (RBT) supervision.

Directly supervise all BIAs under the direction of the Director of Special Education.

## **QUALIFICATIONS REQUIRED**

- Valid California Driver's License
- Masters Degree in Psychology, Education, Educational Psychology, Social Work, Behavioral Health or related field
- Board Certified Behavior Analyst (BCBA) certification
- Must be certified or become certified by the Crisis Prevention Institute (CPI) in Non-violent Crisis Intervention (NCI)

## **QUALIFICATIONS PREFERRED**

- Correct English usage, grammar, spelling, punctuation and vocabulary
- Effective collaboration skills and oral and written communication skills
- Knowledge of IEP (Individual Educational Program) process and law
- Ability to develop specific behavioral programs/plans for students
- Knowledge of Applied Behavioral Analysis/ABA, Autism, Emotional Disturbance, Disruptive Behavior Disorders and other related disabilities, theories, and programs needed to fulfill the duties of the position
- Valid California Credential in General Education, or in Special Education, or in Pupil Services, or in Administration Services.
- Ability to meet district standards for physical and mental health
- Evidence of good moral character
- Satisfactory recommendation from training supervisors or other professionals who have observed the candidate's personal characteristics, scholastic achievement and job-related performance
- Such alternatives to the above qualifications as the District may find appropriate and acceptable

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## **ESSENTIAL JOB FUNCTIONS**

- Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines extension, and back flexion.
- Able to conduct verbal conversation
- Able to hear normal range verbal conversation (approximately 60 decibels)
- Able to sit, stand, stoop, kneel, bend and walk
- Able to sit for sustained periods of time
- Able to kneel or squat for extended periods of time
- Able to climb slopes, stairs, steps, ramps and ladders
- Able to lift up to 50 pounds
- Able to carry up to 50 pounds
- Able to push and pull objects weighing up to 100 pounds
- Able to sustain strenuous manual labor for a minimum of 3.75 hours
- Able to exhibit full range of motion for:
  - shoulder external rotation and internal rotation
  - shoulder abduction and adduction
  - shoulder extension and flexion
  - elbow flexion and extension
  - back lateral flexion
  - hip flexion and extension
  - knee flexion
- Able to demonstrate manual dexterity necessary to operate a computer and other classroom equipment in a safe and efficient manner
- Able to work with cleaning solutions, disinfectants and sanitizers in a safe and effective manner without allergic reaction
- Able to demonstrate manual dexterity necessary to assist students with buttoning clothing and eating, operate a computer

The Sulphur Springs Union School District is an equal opportunity employer and does not discriminate on the basis of age, ethnicity, race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, or sexual orientation.

Approved: June 22, 2022

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