VENTURA COUNTY OFFICE OF EDUCATION

CLASS TITLE: INTENSIVE SOCIAL-EMOTIONAL SERVICES ASSOCIATE (PHOENIX)

BASIC FUNCTIONS:
Under the direction of school administration, implement evidence-based and positive behavioral supports for students with social-emotional and behavioral needs within a school based therapeutic program; assist students in proactive problem-solving skills, utilize and teach de-escalation techniques for behavioral incidents; implement directed social, behavioral, and therapeutic learning experiences for individuals and groups; work collaboratively with mental health (Intensive Social-Emotional Services ISES) professionals, teachers, staff and entire team; collect behavioral data for analysis consistent with students’ Individualized Education Programs (IEPs); collaborate with various staff members individually and in groups; provide program input; follow and/or implement program recommendations.

REPRESENTATIVE DUTIES:
Implement evidence-based and positive behavioral supports for students with social-emotional and behavioral needs in school; E
Implement social and behavioral learning experiences for individuals; E
Facilitate and coach relevant social and problem-solving skills; E
Participate as a team member in student evaluations and educational planning and implementation of approved behavior plans; E
Consistently and effectively utilize approved emergency intervention techniques and assist in development of appropriate solutions to problems; E
Establish good rapport and cooperative working relationships with all members of the team including the Ventura County Office of Education and Ventura County Behavioral Health; E
Communicate with teachers and ISES clinicians on a regular basis regarding student behavior; E
Attend required meetings such as staff meetings, SSTs and other meetings as directed by administrative staff; E
Collaborate with various staff members, individually and in groups; regularly attending a variety of meetings, clinics, and/or training sessions; E
Provide program input, support program procedures, and implement program recommendations; E and
Perform related duties as assigned. E

REVISED June 2016
KNOWLEDGE AND ABILITIES:
KNOWLEDGE OF:
Basic understanding of working with social-emotional behavioral concerns;
Basic knowledge of social-emotional-behavioral disorders and interventions;
Appropriate safety precautions and procedures for all school settings and activities;
Interpersonal skills using tact, patience and courtesy;
Oral and written communication skills, including correct English usage, grammar, spelling, punctuation and vocabulary; and
Use and operation of a word processor, excel, computer and standard office equipment.

ABILITY TO:
Implement behavioral strategies and program modifications in accordance with a student’s IEP;
Provide emergency interventions which may include verbal and/or physical responses;
Work effectively with parents, teachers, students, staff and public and private agencies;
Understand and accurately follow oral and written instructions;
Communicate effectively both orally and in writing;
Establish and maintain cooperative and effective working relationships with others;
Analyze situations accurately and adopt an effective course of action;
Meet schedules and time lines;
Plan and organize work; and
Work independently with little direction.

EDUCATION AND EXPERIENCE:
Minimum of one (1) year of successful experience in a position (i.e. direct patient care or paraeducator working in a school setting with students with severe emotional challenges) working with children with significant social-emotional and behavioral needs, including the use of appropriate academic and behavioral strategies.

Associate Arts (AA) degree or 48 units of college credit or Bachelor’s degree in Social/Behavioral Science, e.g., Psychology, Social Work, Sociology; or
Two (2) years of successful experience working with children with significant social-emotional and behavioral needs and graduation from high school.

LICENSES AND OTHER REQUIREMENTS:
REQUIRED:
Valid California driver’s license.

DESIRABLE:
Completion of a SELPA approved Crisis Prevention Institute Certificate;
Possession of a valid American Red Cross Standard First Aid certificate; and
Possession of a valid American Red Cross Cardiopulmonary Resuscitation certificate.

WORKING CONDITIONS:
ENVIRONMENT:
Classroom, playground, and community settings, which may include inside and outside environmental conditions, and
Driving a vehicle to provide services at more than one location.

**PHYSICAL ABILITIES:**
Hearing and speaking to exchange information and to make presentations;
Dexterity of hands and fingers for operating office equipment, carrying, pushing or lifting classroom equipment and supplies;
Bending at the waist;
Lifting objects weighing up to 40 pounds;
Reaching over head, above the shoulders or horizontally to store equipment; and
Seeing to observe students in classroom activities;
Moving around a classroom or playground environment freely and independently enough to observe children naturally and unobtrusively; and
Adequate physical strength and mobility to implement strategies for Emergency Intervention, including escorting students in an agitated emotional state and implementation of physical restraints in order to ensure safety.

Should an applicant require a reasonable accommodation, the Ventura County Office of Education will consider that upon request.

**HAZARDS:**
Exposure to students with behavioral problems, who may: 1) become hostile and/or disorderly; and 2) exhibit physically and verbally aggressive behavior.