

- New Position
- Existing Position
- New Description
- Revised Description
Updating current duties

**CAPITAL AREA INTERMEDIATE UNIT
POSITION DESCRIPTION**

POSITION TITLE: Mental Health Worker (MHW) - Behavior Interventionist

TEAM: Student Services

QUALIFICATIONS: **Required:**

1. HS Diploma or equivalent; some college preferred.
2. At least three (3) years of experience in human services/mental health/education-related field.
3. Trained in CPR, First Aid, AED and fully certified to actively participate in Safe Crisis Management (SCM) or other restraint management system (as may be required by the program) OR have the ability and willingness to become CPR, First Aid, and restraint system trained.

Preferred:

4. Bachelor’s degree in a human services/mental health/education field.
5. Board Certified Behavior Analyst Certification (BCBA).

JOB GOAL: To provide direct assistance to educational staff, administrators, and parents in the area of behavior change in order to address challenging behaviors of students.

REPORTS TO: Program Supervisor, Student Services

SUPERVISES: N/A

PERFORMANCE RESPONSIBILITIES:

1. Conduct and support functional behavior analyses and positive behavior support plans, including observation, interviewing staff, and overseeing data collection.
2. Assist in the implementation of positive behavior support plans for students as needed.
3. Provide expertise regarding behavior modification in complex cases.
4. Advise administrators and staff regarding best practices and regulations on behavioral interventions.

5. Assist in the implementation of de-escalation strategies and crisis minimization procedures.
6. Work as a collaborative consultant with school and agency personnel.
7. Provide support to educational teams in the school/home environment involving strategies and interventions that promote positive behaviors in students.
8. Contribute towards development and maintenance of an environment which is non-threatening; safe; and nurturing, and where the students feel respected, accepted, and welcomed.
9. Maintain professional and legally-compliant documentation of services and student-related paperwork.
10. Assume any other responsibilities as assigned by the Supervisor or his/her designee.
11. Assume any other responsibilities as assigned by the Executive Director or his/her designee.

POSITION SPECIFICATIONS

TERMS OF EMPLOYMENT: 189 days per year.

WORK SCHEDULE: 7.5 hours per day inclusive of lunch.

JOB CLASSIFICATION: Bargaining Unit, ParaEducator.

PHYSICAL DEMANDS: Frequent lifting/moving children (=> 45 lbs.).
Frequent bending, stooping, twisting, reaching, grasping, walking;
ability to fully participate in SCM (Level I) or any other child restraint system necessary.
Regular sitting and typing/keyboarding.

SENSORY ABILITIES: Visual acuity to read from paper and electronic devices computer screen.
Auditory acuity to be able to use telephone and greet and interact with individuals and/or groups.
Ability to speak clearly and distinctly.
Ability to operate a computer.
Ability to operate a motor vehicle.

WORK ENVIRONMENT: Office Classroom Meeting Rooms
 Conference/Professional Development Settings
 Students' Homes (with or without parent present)

TRAVEL: Moderate travel required.

EQUIPMENT REQUIRED: Personal Vehicle.

TEMPERAMENT: Must be able to:

- develop and foster business relationships with all constituencies; interact well with various publics and individuals.
- work effectively as a member of a team.
- be cooperative, congenial, and service-oriented with a positive attitude.

COGNITIVE ABILITY: Must be able to:

- maintain confidentiality as required by State and Federal regulations.
- think and work independently.
- read and comprehend correspondence, instructions, and the like.
- handle and prioritize multiple tasks.
- make decisions on detail work.
- follow-through to completion of assigned tasks with minimal supervision.

LICENSE: Must possess valid driver's license and reliable transportation to/from work.

CLEARANCES: Must possess current, valid Act 34, Act 114, and Act 151 Clearances.

OTHER REQUIREMENTS: Upon hire, all employees must obtain a certificate of medical examination as well as a tuberculosis test as required under Chapter 14 of the Public School Code, 24 P.S. §§14-1416, 14-1418; 22 Pa Code §49.12(b) (regarding education); and 28 Pa Code §23.44 (regarding health and safety).

COMMENTS:
The job duties may be performed in a manner other than stated. The job will require the performance of other duties related to the essential functions as assigned. The employer may change the description, as jobs are analyzed and modified.

The position holder must be able to accomplish the performance responsibilities with or without reasonable accommodation. It is the responsibility of the employee to inform the CAIU Human Resources Department of any and all reasonable accommodation requests.

The CAIU is an equal opportunity employment, educational and service organization.

1st Reading – March 27, 2014
2nd Reading - April 24, 2014