



BEHAVIORAL SPECIALIST – Flexible

Classification	:	
FLSA Status	:	Non-Exempt
Classification	:	Flexible Hour
Program	:	Administration
Location	:	200 Roessler Road
Reports to	:	Clinical Supervisor
Supervises	:	N/A

The Flexible Hour Behavioral Specialist will assist in the behavioral supports provided to individuals with intellectual and developmental disabilities in our existing programs. The Flexible Hour Behavioral Specialist will effectively identify behavioral goals and intervention techniques using functional behavior assessment tools and recommend behavioral change methods. Experience designing individualized support plans and behavior interventions is required. Direct experience writing individual support plans to address medical, health, safety, psychiatric, behavioral, social and vocational outcomes strongly preferred. The Flexible Hour Behavioral Specialist must have a positive and person-centered approach and embrace individualized care.

RESPONSIBILITIES

- Develops behavior support plans that are individualized; conducts a Functional Behavior Assessment and designs a Positive Behavior Support Plan based upon the assessment, in collaboration with the program staff.
- Carries out all planning, development, prevention and intervention strategies using a positive approach methodology.
- Communicates, as needed, with all team members (person served, community living specialists, program managers, quality administrators, family members, advocates, support coordinators, therapists, etc.) to ensure quality services and collaboration.
- Documents individual's progress and assesses interventions and collaborative services.
- Observes individual's response to behavioral support plans and makes any necessary changes.
- Conducts behavioral assessments upon request of staff or another appropriate referral source.
- Actively participates in treatment team meetings, ensuring a person-centered approach to care.
- Conducts and documents staff training on how to implement the behavioral management plans including techniques, required documentation, behavior guidelines, etc.
- Supports and encourages person served to increase his/her ability to be as independent as possible.
- Provides crisis management services as necessary.
- Develops proficiency in psychopathology, crisis intervention/de-escalation techniques, and behavioral therapy.
- Attends psychiatric/psychological consults as necessary.
- Utilizes positive approaches and acts as a positive role model, demonstrating professionalism, dignity, and respect toward the people served, community living specialists, management, administrators, and other providers.
- Participates in training and other educational opportunities that contribute to professional growth.
- Provides occasional on-call clinical consultation to community living specialists and program management.
- Develops additional resources, plans, and completes assessments to address identified needs of the person supported.
- Compiles information for the timely preparation of reports and distributes to appropriate individuals within established timelines.
- Works cooperatively with administrative and program staff.
- Responsible for the completion of other duties as assigned by Executive program staff.

QUALIFICATIONS

- Minimum Bachelors degree in Social Work, Psychology or Education from an accredited college or university
- Minimum 3 years employment experience working directly with persons with developmental disabilities, and
- Behavior Specialist Licensure and/or Certification as a Board-Certified Behavior Analyst, National Certified Counselor, Certified Psychiatric Rehabilitation Practitioner or other similar Behavioral Health license preferred.
- Knowledge of behavior principles, evaluation and assessment process.

PRE-REQUISITES

- Maintains current licensure at agency expense.
- Flexible schedule including non-traditional working hours (i.e., evenings/weekends/early mornings).
- Valid drivers license and access to reliable vehicle.
- Effective documentation and time management skills.
- Excellent verbal and written communication skills.
- Maintains confidentiality of individual and agency information.
- Exemplifies professionalism and a positive image.
- Understands agency policies and procedures.

Employment with Mainstay Life Services is an “at will” relationship. “At will” means that employment is of no specific length. It also means that employees and Mainstay Life Services both retain the discretionary right to terminate employment at any time if ether is dissatisfied for any reason. I have reviewed the information contained in this job description and agree to accept the specific duties and responsibilities stated herein, as well as other responsibilities that may be assigned by my supervisor.

Employee

Date

Witness

Date

April 2021