

## PROFESSIONAL OPPORTUNITY

# Behavioral Support Specialist

### POSITION SUMMARY

Heritage Community Initiatives, located in Braddock, is seeking an experienced, compassionate, flexible, creative, and reliable Behavioral Support Specialist for the Heritage 4 Kids Early Learning Center and HOST (Heritage Out of School Time) programs. Each program is rated STAR 4 by Pennsylvania Keystone STARS, and is affiliated with the National Association for the Education of Young Children (NAEYC), Pennsylvania Child Care Association (PACCA) and the National After-School Association (NAA). Heritage Education program hours are Monday – Friday from 7:30 AM – 5:30 PM.

This unique full-time position, with a robust benefit package, will largely focus on serving as support for all Heritage Education program classrooms. This professional may also fill-in when necessary for a Teacher when needed, must be passionate about the early education field and must follow all DHS, STARS, NAEYC, and Head Start regulations, guidelines, and procedures.

### RESPONSIBILITIES (include but not limited to)

- Spend at least 25+ hours each week in the classroom coaching teachers, modeling, observing, and providing individual support to students.
- Institute techniques that aid in the safety and de-escalation of child in extreme duress.
- Meet with individual teaching teams to discuss classroom concerns and observation.
- Provide professional development training to staff on social and emotional support in classrooms.
- Conduct bi-monthly observation of all classrooms.
- Coordinate all support service referrals between families and outside agencies.
- Collect and review IEPs or behavioral observations and ensure implementation of all Individual Education Plans (IEP) and behavior plans.
- Conduct ongoing evaluations of behavior plans after implementation to assess if plan need to be updated.
- Demonstrate knowledge of behavior support techniques and skills to aid in the development of individualized behavior plans.
- Ensure behavior plans are implemented with fidelity by staff to maximize effectiveness.
- Meet with parents/guardians and facilitate parent/teacher behavior related conferences.
- Provide direct care to assigned students, including sensory breaks as needed.
- Demonstrate expertise in child/adolescent psychopathology, crisis intervention, de-escalation techniques and behavioral therapy.
- Work with all outside behavior partners and student therapist, or case workers.

- Maintain strict confidentiality at all times.

### **QUALIFICATIONS AND SKILLS**

- Bachelor's degree in Psychology, Child Development, Applied Behavior Analysis, Early Intervention, Education, Special Education, Instruction in Learning, Social Work, Early Childhood, or a related field – Masters preferred.
- Two (2) years' experience in an early childhood or clinical setting.
- Knowledge of behavior principles, evaluation and assessment proves, as well as an application of current version of the DSM preferred.
- Outstanding customer service skills, strong organizational skills, and the ability to multi-task and manage multiple situations effectively.
- Demonstrate computer literacy.
- CPR, First Aid, and Fire Safety or willingness to obtain.
- Current FBI, Child Abuse, National Sex Offender Registry (NSOR), and State Criminal Background Clearances as well as applicable Out of State Clearances (State and Child Abuse).
- Current health assessment and TB test.
- Ability to frequently lift or move weight as in lifting, carrying or holding children 20+ lbs.

Note: Heritage provides a robust benefits package, which includes:

- UPMC Health Plan coverage
- Flexible Spending Account
- 401(k) plan with match
- Short-term, long-term disability, and life insurance
- Paid time off and paid holidays
- Employee Child Tuition Benefits for Heritage Programs

For over 40 years our combination of the highest-quality and respected programs in Transportation, Education and Nutrition has afforded Heritage Community Initiatives to be uniquely positioned - and privileged - to continue our long-standing mission to enhance the social mobility of thousands of under-resourced individuals, families and children in Allegheny County. We are looking for exceptional individuals to join our team of dedicated professionals - nearly 20% of whom have been with us for more than a decade.

We look forward to hearing from you and discussing our robust compensation and benefits package as well as how Heritage Community Initiatives can play a key role in your career path.

**Applicants are asked to send a cover letter and a copy of your resume to [humanresources@heritageserves.org](mailto:humanresources@heritageserves.org) and please visit our website for additional information about Heritage Community Initiatives - [www.heritageserves.org](http://www.heritageserves.org).**