

FLINT COMMUNITY SCHOOLS  
AN EQUAL OPPORTUNITY EMPLOYER

**Posting Dates: November 5-11, 2009**

**TITLE: Behavioral Specialist - Title I (McKinley)**

**An online application, which can be accessed from our website ([www.flintschools.org](http://www.flintschools.org)), is required for all positions. In addition, for all administrative, professional, technical and executive secretarial level positions, applicants must also submit a signed letter of application, up-to-date resume', copy of transcripts, and three signed professional letters of recommendation. All letters cannot be older than 18 months. These documents must be scanned and uploaded through the online application process.**

Current employees should follow bidding or transfer procedures as set forth within their master contracts, if applicable.

**SPECIAL NOTICE:**

***Your application is not complete until all documents are signed and submitted. Incomplete applications will not be considered for employment.***

**QUALIFICATIONS:**

**Education:** Associates Degree or equivalent experience in social work or related field required. Bachelor's Degree preferred.

**Experience:** Must have experience with behaviorally challenged children and experience in working with children and parents in the home/school setting.

**Skills:** Working knowledge of the District Reform Initiative.

**Other Requirements:**

Newly hired employees must satisfactorily pass: 1) physical examination by a medical doctor; 2) police clearance; 3) reference check, including digital fingerprinting; and 4) 5-panel drug test. Must comply with Student Safety Initiative Legislation, as amended.

To perform this job successfully an individual must be able to perform each essential function satisfactorily. The essential functions listed are representative of the knowledge, skill and /or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**REPORTS TO:** Building Principal

**TERMS OF EMPLOYMENT:** Grade 7, Technical Salary Schedule; 199 Days; 30 Hours/Week; Beginning salary \$457.50/week. (This is a Grant Funded Position.)

**ESSENTIAL FUNCTIONS:**

Meets monthly with Title I staff and principal.

Assists principal in providing needed services to Title I children and families that support a healthy learning environment.

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**ESSENTIAL FUNCTIONS continued:**

Conducts and documents home visits when necessary for such purposes as school/home relations, health, personal/family concerns, principal and teachers' request for attendance, achievement and other Title I concerns.

Provides opportunities for the teacher to share knowledge of a child's behavior and develop comprehensive plans for continuous improvement with teacher, family member, internal and external support staff.

Coordinates meeting with principal, teachers, parents and students addressing behavioral issues of Title I students.

Stimulates growth of self-concept in Title I children and parents.

Utilizes community resources for referring Title I children and parents to the appropriate community agency.

Keeps updated files regarding Title I children and parents.

Attends monthly professional staff development session, as appropriate.

Uses skills necessary to build strong relationships with Title I parents and community.

The information contained in this job description is not an exhaustive list of the Title I duties performed for this position. Additional Title I duties and responsibilities may be assigned.

**PHYSICAL DEMANDS FOR POSITION:**

Sedentary Work (See U.S. Department of Labor Guidelines)

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with provisions of the Board's policy for Technical Salary Schedule personnel.

mjh-human resources  
12-04-08  
Rev. HR/LA/dmh/08/09

**Statement of Assurance of Compliance with Federal Laws**

It is the policy of the Flint Community Schools not to discriminate on the basis of color, national origin, age, gender, height, weight, disability, religion, or marital status in any of its programs, activities, or employment. Inquiries should be addressed to the:

Executive Director of Human Resources/Legal Affairs • 923 E. Kearsley St.,  
Flint, Michigan 48503-1974 • (810) 760-1124.

**Translation services are available upon request, please call 760-6770**  
**760 - 6770 خدمات ترجمة متوفرة تحت الطلب, الرجاء أن تتصلوا على رقم الهاتف**  
**Ponemos a sus órdenes el servicio de traducción. Las personas**  
**interesadas, favor de llamarnos al 760-6770**

設有翻譯服務, 祇要提出要求, 請電760-6770.