



Special Education Behavior Support Counselor

Job Overview

The job of Special Education Behavior Support Counselor was established for the purpose of providing support for our students and families who are in need of Tier 3 level behavior counseling and social work services.

This job reports to the SSS Director.

Job Functions

- Develops, schedules, and conducts counseling sessions for students with Tier 3 behavioral needs.
- Assesses student and family needs (e.g., financial, medical, parenting skills, etc.) for the purpose of suggesting plans of services to support educational objectives and to assist families in seeking services.
- Coordinates activities with a variety of outside services, agencies, school sites, etc. (e.g., mental health, medical, etc.) for the purpose of assisting parents in maintaining a positive home environment, building trust between family and the school district, and supporting the child's educational program.
- Maintains case records for the purpose of documenting activities and complying with mandated requirements.
- Participates in meetings, workshops and seminars as assigned for the purpose of conveying and/or gathering information required to perform functions.
- Responds to requests for intervention in situations that could negatively impact the student's education plan for the purpose of addressing the needs of the student.
- Serves as a liaison between parents, teachers, and/or students for the purpose of developing stronger communication and relationships for the student's success.

Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Working Environment

The job is performed with exposure to risk of injury and/or illness and in varying atmospheric conditions. Generally, the job requires 75% sitting, 15% walking, and 10% standing.

Physical Requirements: The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and some fine finger dexterity.

Qualifications

Minimum experience: Job related experience within specialized field is required.

Minimum education: Master's Degree in job related area.

The ideal candidate will have the following education, experience, skills, knowledge, abilities and/or competencies:

- Review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions.
- Perform multiple technical tasks with a need to periodically upgrade skills in order to meet changing job conditions.
- Specific skill-based competencies required to satisfactorily perform the functions of the job include applying assessment instruments; preparing and maintaining accurate records; planning and managing projects; and using pertinent software applications



- Required to schedule a significant number of activities, meetings, and/or events; often gather, collate, and/or classify data; and use basic, job-related equipment
- Required to independently work with others in a wide variety of circumstances; analyze data utilizing a variety of complex processes; and operate equipment using defined methods
- work with a significant diversity of individuals and/or groups; work with a variety of data; and utilize specific, job-related equipment. Independent problem solving is required to analyze issues and create action plans
- Communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; setting priorities; working as part of a team; and working with frequent interruptions.

Required Testing: None Specified

Continuing Education/Training: Maintain Licensure

Required Certificates and/or Licenses: Licensed Clinical Social Worker or Licensed Counselor

Clearances: Criminal Justice Fingerprint/Background Clearance

FLSA Status: Exempt

Employee Type: Certified

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