



Position Title:	Behavior Support Specialist	Supervisor:	Health & Education and Disability Supervisors
Department:	Head Start & Early Head Start Program	Classification:	Full Time Monday-Friday 8 am – 4 pm, 8:30 am – 4:30 pm, or 9 am – 5 pm

A. Position Qualifications

Bachelor's degree or higher in behavior science/studies, social work, special education, or Bachelor's degree in a related field with coursework in social work and behavioral health.

Minimum of two years of direct experience in a behavioral support setting providing prevention and intervention services to children (0-5 years old).

B. Job Description

The behavior support specialist (BSS) is responsible for providing early childhood mental health (MH) support to Head Start staff, children, and families. The behavior support specialist will provide a broad range of services, including early childhood MH observations and support in classrooms; training and modeling for staff; screening, assessment, and referral services; and providing family training. The position requires you to collect data, maintain records, and support compliance in all facets of Head Start Program Performance Standards and state regulations.

C. Duties and Tasks

General Consultation and Behavior Support:

- Collaborate with staff to explore child development information related to social and emotional development, mental health, and wellness.
- Implement positive strategies to support children's well-being and prevent and address challenging behavior
- Provide guidance to staff on selecting, implementing, and interpreting social and emotional screening and assessment tools and findings.
- Answer questions about developmentally appropriate activities for children and effective ways to work with and support young children, including children with disabilities.

Programmatic Consultation:

- Participate in monthly reflective supervision and consultation meetings with the mental health consultant.
- Participate in monthly reflective supervision with Health and Education Supervisors.
- Participate in the development and implementation of the mental health program and policy.

Staff & Family Training:

- In partnership with the mental health consultant, support, coordinate, and provide staff trainings related to social and emotional and wellness at least three times per year
- Coordinate and facilitate training for families during parent meetings.

Individualized Child Observations:

- Conduct observations and assessments of individual children as assigned or referred for observation.
- Participate in team meetings with families to consult on child and family needs and create or follow up on plans to support these needs in conjunction with center staff.

Individual Child Screening, Assessment, and Referral

- Review standardized developmental, behavioral, and social and emotional screens and assessments for individual children as assigned or referred for observation.
- Provide child and family referrals and follow-up to community services.

D. Knowledge and Skills

- Demonstrate understanding of infant and early childhood mental and behavioral health (0-5 years old)
- Demonstrate understanding of differences in mental and behavioral health services and concepts across cultures
- Demonstrate knowledge of child mental and behavioral health services system
- Experience formulating and writing functional assessments and behavior support plans
- Experience with evidence-based practices and curricula to promote early childhood mental and behavioral health desirable (e.g., Active Parenting)
- Knowledge of Head Start programs is desirable
- Build and maintain strong, collaborative relationships with staff and families.
- Partner with mental health providers as a member of a team.
- Lead and facilitate provider training and family education groups.
- Conduct standardized screens and assessments.
- Use results of screenings and assessments to guide work with families, set goals, and develop individualized plans.
- Refer staff and families to appropriate community services.
- Communicate effectively with groups both verbally and in writing including case notes and collaborations.
- Organize tasks and manage time effectively.

E. Other Requirements

- Must adhere to the Standards of Conduct.
- Maintain the confidentiality of children and families as set forth in SHORE UP! Inc.'s Head Start policies.
- Ability to manage physically active children ages 0 to 5.
- Adhere to federal, state, and local child abuse and neglect reporting requirements.
- Attend trainings as assigned
- Ability to occasionally lift up to 50 pounds
- Must have valid driver's license and proof of insurance, or must have acceptable alternative transportation
- Maintain first aid and CPR certification
- Maintain compliance with background checks
- Other duties as assigned

F. Job Benefits

- Paid Leave (personal, vacation, sick, funeral, 13 paid holidays)
- Health Insurance (medical, dental, vision, prescription plan)
- Short-term Disability
- Life & Supplemental Insurance
- Liability Insurance
- Workman's Compensation
- Maryland State Retirement and Pension System
- 403(b) Option
- Employee Assistance Program
- Direct Deposit
- Payroll Deduction

SHORE UP Inc.
520 Snow Hill Road Salisbury, MD 21804
(410) 749-1142

SHORE UP Inc. is an equal opportunity employer.