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

- 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 and please visit our website for additional information about Heritage Community Initiatives – www.heritageserves.org.