COORDINATOR I, BEHAVIORAL RESPONSE TO INTERVENTION (RtI)  
(Year to year position based upon funding)

General Purpose:
The Coordinator I, Behavioral Response to Intervention is responsible to the County Superintendent and works under the direct supervision of the designated administrator. The Coordinator I, Behavioral Response to Intervention is responsible for supporting Positive Behavior Interventions and Supports (PBIS) implementation at all levels in the Placer County Office of Education (PCOE) Education programs, selected school district sites, shelters and other institutions. This is a classified management position.

Essential Functions and Responsibilities include the following. Other duties may be assigned as required:

- Coordinates the training and implementation strategies for PBIS throughout Region 3.
- Provides and supports learning strategies at all levels of the Response to Intervention Strategies.
- Facilitates community services at district and school sites to serve selected at-risk families.
- Analyzes and facilitates PBIS School Wide Information System (SWIS) data related to implementation of PBIS.
- Maintains data on participating schools/districts implementation of PBIS.
- Analyzes data related to selected at-risk youth including attendance, behavioral and academic data.
- Provides ongoing technical assistance to districts and school sites on Response to Intervention (RtI) and Family support Teams.
- Establishes and maintains clear communication and cooperative working relationships with a variety of educators, social welfare agencies and community groups
- Implements training for District Teams, Community Providers, Family Support and Regional Leadership Support Teams.
- Implements the training of a Social/Behavioral pyramid for Response to Intervention model.
- Facilitates and trains strategies in early prevention, mental health and wellness to districts throughout the region and state.

Minimum Qualifications:

Employment Eligibility:

- Successful candidate must provide proof of employment eligibility and verification of legal right to work in the United States in compliance with the Immigration Reform and Control Act.

Education:

- A Bachelors Degree is required.
- A Master’s degree in a job related area is preferred.
Experience:
- History of successful direct learning support experience with at-risk youth.
- Experience in training adult professionals from a variety of disciplines.
- Experience in tools and strategies related to PBIS and RtI.

Knowledge, Skills and Abilities:
- Knowledge of laws, rules, and regulations impacting systems serving children and families especially related to confidentiality.
- Skills in effective oral and written communication.
- Skills in presenting learning, mental health, behavioral intervention strategies to large groups.
- Ability to lead collaborative efforts with a variety of disciplines and agencies.
- Ability to work independently and as part of a team.
- Ability to organize large amounts of data, multiple site development, and multiple training strategies.
- Ability to express ideas and concepts clearly and concisely in oral and written form.
- Ability to establish and maintain cooperative and professional working relationships with individuals, groups and public and private agency personnel.
- Ability to motivate, challenge and guide others in the improvement of educational goals.
- Ability to plan, organize and conduct trainings.
- Ability to maintain and improve professional skills and knowledge.
- Ability to work for periods of time analyzing data and research.

Required Testing:
- None

Certificates & Licenses:
- Must possess a valid California driver’s license issued by the State Department of Motor Vehicles.

Clearances:
- Criminal Justice Fingerprint Clearance
- TB Clearance

Work Environment:
- Work is performed in an office, school or agency environment, continuous contact with staff and representatives of other agencies.
- Travel is required.

Physical Requirements:
- The usual and customary methods of performing the job’s functions requires the following physical demands: occasional lifting, carrying, pushing and/or pulling, some stooping, kneeling, crouching; reaching, handling, fingering and/or feeling.
- Manual dexterity to operate a telephone and enter data into a computer.
- Facility to sit at a desk, conference table or in meetings of various configurations for extended periods of time with or without reasonable accommodation.
- Facility to see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, and computer screens and printouts with or without reasonable accommodation.
• Facility to hear and understand speech at normal room levels and to hear and understand speech on the telephone with or without reasonable accommodation.
• Facility to speak in audible tones so that others may understand clearly in normal conversations, in training sessions, and other meetings with or without reasonable accommodation.
• When applicable, facility to determine and differentiate colors with or without reasonable accommodation.
• When applicable, facility to drive an automobile or to arrange a consistent method of transportation.

Note: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary.

FLSA Status: Exempt

Employee Group: Management

Salary Grade: IX

Reviewed and Approved:

Superintendent: ________________________________ Date: ____________________

Human Resources: ________________________________ Date: ____________________