



Poudre School District

HUMAN RESOURCES DEPARTMENT

JOB DESCRIPTION

Job Title: **Behavior Intervention Coach – Integrated Services** FLSA Status: **Exempt**
Job Family: **Licensed** Pay Range: **T Salary Schedule**
Prepared/Revised Date: **April 15, 2025** Job Code: **22004**

SUMMARY: Responsible for providing consultation or direct service in all areas of behavioral functioning to meet the individual needs of students to improve both academic achievement and social competence. Work with school teams and students to establish socially significant behavior change and attain positive intervention outcomes by providing instruction based on behavioral research and principles.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Frequency of duties, percent of time and work year may vary based on department or building assignment. This job description is not intended to be all inclusive and the employee will also perform other reasonably related duties as assigned by the supervisor.*

1. Develop, plan, prepare, and implement:
 - a. Behavior Intervention Plans (BIPs) and data collection tools to monitor students' change in behavior.
 - b. Modeling, feedback, training, and strategies for staff to implement behavior plans and interventions.
 - c. Create and conduct professional learning classes to support PSD staff in understanding student behavior and developing proactive strategies to effectively support positive behavior.
2. Instruct and provide services for students in large, small, and one-on-one situations. Provide individualized support for students with extensive communication, behavior and life skills needs.
3. Maintain confidential documentation of students' behavior, progress, and program evaluation.
4. Report suspected danger of health/safety of students and staff to administrators. Facilitate coordination of proper services for students with behavior issues.
5. Design assessment tasks that allow students to demonstrate understanding in a variety of ways and use the data to give meaningful feedback and modify instruction.
6. Monitor student growth and progress, adapt support as needed, and maintain documentation pertinent to academic, social, and emotional progress and needs of students. Support the collection and interpretation of measurable data to inform decision-making.
7. Communicate behavioral data analysis and necessary revisions to staff, parents, and students.
8. Collaborate:
 - a. On development of FBAs (Functional Behavior Assessment) through direct and indirect measures.
 - b. With teachers, support personnel, administrators, and colleagues to support student behavioral challenges and improve student outcomes.
 - c. With colleagues in team and building-based meetings and discussions.
 - d. Collaborate with Integrated Services leadership team to promote district alignment on evidence-based responses to promote positive student behavior.



9. Demonstrate a commitment to:

- a. Provide a function based, culturally responsive, trauma-informed, and equity-centered approach through infrastructure, capacity building, and best practices.
- b. Include and engage families in the student's education.
- c. Support all Poudre School district policies, procedures, and expectations.
- d. Provide personal and professional excellence.

10. Participate in:

- a. Department team, building, and district meetings and discussions.
- b. Student and/or family conferences and other meetings.
- c. Social, cultural, interscholastic, and extracurricular activities.
- d. Professional growth opportunities

11. Perform other duties as assigned.

EDUCATION AND RELATED WORK EXPERIENCE:

- Master's degree in Mental Health, Counseling, Special Education or related field required
- Experience working with at-risk youth required
- Experience instructing students in a school-based setting preferred

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire
- Valid Colorado Special Services license with appropriate endorsements required
- Current BACB (Behavior Analyst Certification Board) preferred
- CPR and First Aid certifications encouraged

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Oral and written communication skills
- English language skills
- Interpersonal relations skills
- Math and accounting skills
- Critical thinking and problem-solving skills
- Bilingual oral and written communication skills preferred
- Knowledge of evidence and/or research based practices based on behavioral principles
- Ability to demonstrate a deep understanding of the Individuals with Disabilities Education Act and the IEP process required
- Ability to work with students with diverse needs
- Ability to work supportively with other teachers, staff, and administrators to provide an effective learning environment
- Ability to communicate with students, parents/guardians, staff, and community members
- Ability to be a part of and work with a team
- Ability to maintain confidentiality in all aspects of the job
- Ability to manage multiple priorities



- Ability to manage multiple tasks with frequent interruptions
- Ability to maintain honesty and integrity in all aspects of the job.
- Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence
- Ability to promote and follow Board of Education policies, District policies, administrative guidelines and building and department procedures
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers and peripherals
- Operating knowledge of and experience with Microsoft Office and/or other department software packages
- Operating knowledge of and experience with typical educational/instructional technology equipment and programs.
- Operating knowledge of and experience with standard office equipment, such as telephones, copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	# of EMPLOYEES
Reports to:	Assistant Director of Integrated Services	
Direct reports:	This job has no direct supervisory responsibilities.	

STANDARD PHYSICAL DEMANDS & WORKING CONDITIONS: *Poudre School District is committed to the full inclusion of all qualified individuals. As part of this commitment, Poudre School District will ensure that qualified individuals with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact ada@psdschools.org.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit			X	
Use hands to finger, handle or feed		X		
Reach with hands and arms		X		
Climb or balance	X			
Stoop, kneel, crouch, or crawl	X			



PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Talk				X
Hear				X
Taste	X			
Smell	X			

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds		X		
Up to 25 pounds	X			
Up to 50 pounds	X			
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze			X	
Communicate				X
Copy		X		
Coordinate				X
Instruct				X
Compute		X		
Synthesize		X		
Evaluate				X
Interpersonal Skills				X
Compile		X		
Negotiate	X			

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions		X		
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			



WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	
Peripheral vision	
Depth perception	
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very Loud	