

POSITION DESCRIPTION**THERAPEUTIC BEHAVIORAL SPECIALIST (HOURLY)**

In-Home Services
Center for Child and Family Services
Region Ten Community Services Board

JOB TITLE: Therapeutic Behavioral Specialist (Hourly)

GENERAL STATEMENT OF RESPONSIBILITIES:

This is a paraprofessional (FLSA non-exempt) position where the incumbent provides in-home and in-community services. These services are rendered to families in conjunction with Intensive Home Based Services. Coordination and collaboration between Therapeutic Behavioral Specialist (TBS) and In-Home Clinician are central to this position. The incumbent reports to the Director, Home Based Services. In carrying out position requirements he/she plans own work after definite objectives set by the Director, Home Based Services and referral agent with unusual situations being referred to the supervisor. The position requires analysis of facts and determining action using a wide range of procedures within the limits of standard practices. This position is an hourly position; thus the actual number of hours varies according to number of cases in which the incumbent is involved and the number of TBS hours required for the case.

The HIPPA access level for this position is Level Two

The essential functions of this job are starred below (*) under "Major duties."

MAJOR DUTIES:

1. *Provides role-modeling, emotional support / limits, and psycho-education to children and families; focus areas include (but are not limited to) training/skill building in: parenting, behavioral management, anger management, problem solving, social interaction, academic education, independent living/self-care, and employment/job searching.
2. *Coordinates services with In-Home Clinician and other professionals, agencies, neighborhood associations, and resources.
3. *Participates in treatment team, school and FAPT staffings. Presents information on observations of child/family behavior and functioning. Identifies family strengths, weaknesses, areas of stability and instability, and progress toward treatment goals.
5. *May provide transportation for purposes of coordination
6. Completes documentation as required.
7. *Attends required supervision, training and other required meetings.
8. *Reads all agency communication (i.e. Ten, the Region Ten newsletter, E-mail, etc.).
9. *Complete other administrative duties as assigned.

QUALIFICATIONS:

A bachelor's degree in human services / behavioral sciences and at least one year of clinical experience with children or adolescents are required. The incumbent also needs to possess the following knowledge, skills and abilities:

Knowledge of: basic childhood and adolescent development, family life cycle stages, principles of family dynamics and treatment, parenting skills and behavioral management strategies, and special needs of SED children including general understanding of the DSM IV.

Skills in: establishing and maintaining rapport with functionally compromised families; providing physical/ emotional support and limits with children; listening to and supporting honest constructive expression from and among family members; maintaining professional demeanor; record keeping; computer/ keyboard usage.

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Abilities to: impart a positive attitude and positive feedback to child and family; function calmly in stressful situations; demonstrate positive regard for child and family; empower families/support increased independence using a strengths perspective; establish trust and maintain professional boundaries; serve as a role model; be a good listener; communicate effectively verbally and in writing; work flexible hours outside the normal work week; provide own transportation and use vehicle in performance of duties;.

Must have or obtain from Region Ten training in CPR and First Aid. Must have valid driver's license and good driving record.

CLINICAL PROVIDER PERFORMANCE EVALUATION STANDARDS:

This position is evaluated according to the Clinical Provider Performance Evaluation Standards.

POSITION LOCATION: Region Ten Community Services Board
500 Old Lynchburg Road
Charlottesville, Virginia 22903-4420

POSITION ORGANIZATION: Program Manager, In-Home Services
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Therapeutic Behavioral Specialist

SALARY: 11 \$14.87 hourly

SCHEDULE: varies according to program needs

Training is provided to all new staff on mission of program and program goals and objectives. Specific work schedules will reflect the needs of the children in the program and their families. The success of the endeavor requires the ability to work flexible hours frequently outside what might be considered the traditional Monday - Friday, 9 -5 schedule. You must be able to be flexible and work flexible hours to successfully perform the duties of this position.

Position Description Update: June 14, 2010