

# Galion City Schools Job Description

TITLE: Supervisor of Behavior Support

## GENERAL DESCRIPTION:

The Supervisor of Behavior Support is pivotal in ensuring the Galion City School District achieves its mission and vision by promoting high-quality learning experiences and maintaining an environment conducive to student success. This role demands a proactive, strategic leader who embodies creativity, dynamism, and thoughtfulness. The successful candidate will possess exemplary communication, organizational, and interpersonal skills and a steadfast commitment and vigor to propel the district toward excellence in innovative teaching and learning strategies for every student.

TERMS OF EMPLOYMENT: 207 Days

FLSA STATUS: Exempt

REPORTS TO: Chief Academic Officer  
Or designee

LAST ADOPTED: March 2024

## QUALIFICATIONS:

1. Satisfactorily pass a BCI background check.
2. Satisfactorily pass an initial FBI background check and subsequent FBI checks every five (5) years.
3. State of Ohio Intervention Specialist Teaching License.
4. Board Certified Behavior Analyst (BCBA) Certificate is required; must maintain this credential for employment.
5. A master's degree in special education, psychology, behavior disorders, social work, and/or counseling is required from an accredited college or university.
6. Complete the Crisis Prevention Intervention (CPI) train-the-trainer program within 60 days of hire.
7. Minimum eight (8) years of successful clinical or classroom experience with students with challenging behaviors and a proven track record of coaching adult stakeholders for student support.
8. Expert knowledge of and facilitating adult learning for function-based intervention planning for developing behavior change strategies focusing on reducing problem behavior and increasing more appropriate behavior.
9. Expert knowledge of and facilitating adult learning related to techniques needed to complete Functional Behavior Assessments (FBA), function-based interventions, and Behavior Intervention Plans (BIP).
10. Expert knowledge of and facilitate adult learning about research-based strategies and implementation.
11. Demonstrate ability to plan and evaluate strategies for improving instruction.

## ESSENTIAL FUNCTIONS:

1. Lead the planning, development, coordination, and quality assurance of the district's behavior intervention, support programs, and related services.
2. Supervise, evaluate, and provide collaborative leadership to the Student Behavior Educational Assistants, Registered Behavior Technicians, and other members of the behavior support staff.
3. Develop and enhance education and information materials that support the operation of the behavioral program.

EVALUATION:

This position's performance will be evaluated per the provisions of the Board's policy on evaluating personnel.

EMPLOYEE ACKNOWLEDGEMENT:

This job description does not state or imply that these are the only duties and responsibilities to be performed by the position incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee. My signature below signifies that I have reviewed the contents of my job description and am aware of my position's requirements.

Printed Name of Employee: \_\_\_\_\_

Signature of Employee: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

# Galion City Schools Job Description

TITLE: Family Engagement Coordinator

## GENERAL DESCRIPTION:

The Family Engagement Coordinator plans, organizes, controls, and coordinates district-wide family engagement activities. They assist with coordinating policies and procedures designed to promote and maintain effective relationships and understanding between the school district, parents, and community. The Coordinator builds families' capacity to improve their students' attendance and cultivates the conditions for collaboration and participation for improved learner progress.

TERMS OF EMPLOYMENT: 207 Days

FLSA STATUS: Exempt

REPORTS TO: Chief Information Officer (CIO)  
Or designee

LAST ADOPTED: March 2024

## QUALIFICATIONS:

1. State of Ohio Teaching License preferred or alternatives the Board finds appropriate and acceptable.
2. Bachelor's degree from an accredited college or university; Master's degree preferred.
3. Satisfactorily pass a BCI background check.
4. Satisfactorily pass an initial FBI background check and subsequent FBI checks every five (5) years.
5. Shall meet requirements of law and be governed by State law.

OTHER DUTIES AND RESPONSIBILITIES:

1. Serves as a role model for students in conducting themselves as citizens and responsible, intelligent human beings.
2. Helps instill in students the belief in and practice of ethical principles and democratic values.
3. Conducts other duties as assigned by their supervisor.

ADDITIONAL WORKING CONDITIONS:

1. Occasional exposure to blood, bodily fluids, and tissue.
2. Occasional interaction among unruly children.
3. Encounters with angry, rude, and/or unpleasant individuals.

EVALUATION:

This position's performance will be evaluated per the provisions of the Board's policy on evaluating personnel.

EMPLOYEE ACKNOWLEDGEMENT:

This job description does not state or imply that these are the only duties and responsibilities to be performed by the position incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee. My signature below signifies that I have reviewed the contents of my job description and am aware of my position's requirements.

Printed Name of Employee: \_\_\_\_\_

Signature of Employee: \_\_\_\_\_

Date of Signature: \_\_\_\_\_