

**EMCMHC  
Job Description**

**CLASS TITLE:** Behavior Intervention Specialist    **FLSA:** Non Exempt  
**DEPARTMENT:** Children's Mental Health                      **Salary:** \$17.50 - \$19.50  
**ACCOUNTABLE TO:** Clinical Supervisor and/or Children's Mental Health  
Administrative Officer

**PRIMARY OBJECTIVE OF POSITION:** Under general direction, provides one-on-one or group services for emotionally disturbed children and adolescents, identified by their school/ community staff; Work varies and may require working independently following a case management plan developed by the Treatment Team in response to the client's therapeutic needs.

**ESSENTIAL JOB FUNCTIONS:**

- Physical requirements may require walking, limited lifting, bending, stooping, prolonged sitting, and the ability to get in and out of a vehicle;
- Work may be performed in an office, in a school classroom setting, and in the transportation of clients to appointments;
- Some traveling required where exposure to inclement weather of heat, cold, rain, and snow may occur; and
- Must possess a valid Montana Operator's License (If your own personal vehicle is used to transport any client, your vehicle must have insurance that will cover passengers).

**MAJOR AREAS OF ACCOUNTABILITY AND PERFORMANCE:**

- Upon receiving a referral, review the clients file and familiarize yourself with the client's diagnosis, family dynamics and therapeutic goals and discuss with the Clinician those issues requiring attention;
- Make arrangements to meet with the client, and family if applicable, with the Clinician;
- The basic objectives are to assist the youth in achieving his/her school/community based treatment plan goals i.e. Acquiring appropriate social skills, helping build self-esteem, etc.;
- Provide crisis intervention and consultation as needed;
- Provide daily behavioral intervention in the classroom as appropriate;
- Meet productivity standards in accordance with expectations outlined by agency policy and in a manner that maintains quality care for each client served;
- Maintenance of records in accordance to the Center's policies and observance of confidentiality with regard to patient services;
- Attendance in staff meetings, peer reviews, and regional staff meetings as required, as well as attendance at in-service and training programs as required by the Center;

**CLASS TITLE: Behavior Intervention Specialist (Continued)**

- With the youth, you are the role model, providing support to the youth and empowering the client to make appropriate choices without creating dependency;
- Assist the client to meet CSCT Program Goals as developed for the individual client, family, and school/community; and
- Perform such other duties and assignments as directed and needed.

**SUPERVISION – RESPONSIBLE FOR WORK OF OTHERS:** None

**EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:**

- Graduation from High School or its equivalent; additional schooling desirable;
- Some demonstrated work experience, including people skills and ability to work with others; Two (2) year's work with youth in a school setting preferable; and
- Must possess a valid Montana Operator's License (If your own personal vehicle is used to transport any client, your vehicle must have insurance that will cover passengers).

**EXAMPLES OF PERFORMANCE CRITERIA AND EXPECTATIONS:**

- Promote student's positive involvement in their community, school, and home while affording youth the opportunity to receive specialized mental health services in the least restrictive treatment environment possible;
- Assist the youth to reduce risk factors while focusing on the enhancement of protective factors in the lives of the youth by partnering with local school districts.

**Reasonable accommodations may be made to enable individuals with disabilities to perform any non-essential job function.**

Revised 1/1/2024