

**Alamance Partnership for Children
Child Care Behavior Specialist
Job Description**

Job Title: Child Care Behavior Specialist	Reports to: Program Director
Department/Activity: NC Pre-k & Child Care Services	Classification: Exempt
Supervises	Number of hours per Week: 40
Incumbent:	

Objective:
The Child Care Behavior Specialist will offer technical assistance and family support to child care providers and parents respectively, regarding caring for children with challenging behaviors.

- Responsibilities:**
- Identify and refer children who are exhibiting negative social-emotional behaviors;
 - Provide guidance and support to parents/guardians of children exhibiting challenging behaviors;
 - Connect parents/guardians to community resources;
 - Provide in-classroom activities that encourage emotional literacy and self-regulation;
 - Ensure that early intervention activities are implemented and that teachers receive technical assistance to support children during the daily routine;
 - Provide teachers with intervention strategies through conflict resolution, modeling, positive guidance and individual/group assistance;
 - Ensure that classroom practices include the use of Foundations and Social-Emotional strategies;
 - Facilitate and plan the coordination of meetings with the child’s family, site administration and teachers, the local school system’s Preschool Exceptional Children Program, CDSA, service providers involved with the child, and other local child developmental experts as needed;
 - Develop a coordinated plan, make referrals as needed, and monitor plan for progress;
 - Provide professional development training opportunities for child care administrators, lead teachers, and assistants on expulsion prevention and social-emotional development;
 - Observations in classrooms and home visits are conducted as needed with teachers and parents/guardians respectively;
 - Serve on Local Interagency Coordinating Council (LICC);
 - Complete quarterly reports and grant reporting;
 - Assist in additional tasks assigned by Executive Director and Program Director.

Requirements:
Education/Experience:
Bachelor’s degree in child development, early childhood education or a human service related field, plus an MSW or Qualified Mental Health Professional.

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Special skills/Training:

Excellent oral/written communication skills, grant-writing skills, ability to multitask and adapt to changing environments quickly, and initiative to work independently.

Additional education/experience/skills/training preferred:

Knowledge regarding developmental delays and disorders and training on and experience in administering developmental assessments.

The above job description includes, but is not limited to, the above information. I have read the job description and have been given an opportunity to ask questions and offer suggestions. I understand that I am responsible for the responsibilities listed, and that my performance of these responsibilities will be included in my performance evaluation.

Employee Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____