**Murfreesboro City Schools**

**Coordinator of Tiered Behavior Support**

**Department of Student Support Services**

**Revised on 04/07/2022**

**Position Description:**

The Coordinator of Tiered Behavior Support will coordinate a comprehensive approach to the non-academic needs of students that promotes a safe, supportive, trauma-informed learning environment for all students. The Coordinator will supervise, coach, and provide technical assistance to MCS staff who serve as school counselors, behavior interventionists, school social workers, and mental health providers.

**Qualifications:**

* Licensure as a Professional School Counselor, Board Certified Behavior Analyst, or similar master’s level certification
* Specialized training and experience in research and practices associated with school counseling, social work, behavior intervention, multi-tiered systems of support, mental health, etc.
* Administrative or supervisory experience preferred
* 5-7 years of work-related experience in a school setting

**Essential Job Functions:** This person has the responsibility for coordinating district-wide initiatives to increase positive academic and behavioral outcomes for students. Other job functions include:

1. Implement a comprehensive approach to the non-academic needs of students that promotes a safe, supportive, trauma-informed learning environment for all students.
2. Supervise school counselors, behavior interventionists, school social workers, and mental health providers within the district.
   1. Recruit & hire staff to serve as school counselors, behavior interventionists, social works, and mental health providers within the district.
   2. Facilitate regular meetings of PLCs for each group.
   3. Provide opportunities for ongoing professional growth & development.
3. Lead and assist in the development of district-wide mental health supports.
   1. Coordinate school-based mental health services with community agencies.
   2. Communicate with community mental health agencies regularly regarding caseloads, staffing needs, specific student/family needs, etc. to ensure students receive quality intervention.
   3. Assist with Crisis Intervention/Threat Assessment, as needed
4. Lead and assist in the implementation of a multi-tiered system of support that integrates academics, behavior, and mental health into a comprehensive framework.
   1. Facilitate the RTI2-B District Leadership Team in the development, implementation, and review of the District Implementation Plan.
   2. Organize and facilitate RTI2-B Team Leader meetings
   3. Provide coaching and technical support to the behavior interventionist (and others) in their role as school-based RTI2-B coaches.
   4. Participate in school-based RTI2-B Tier I, II, and III team meetings.
5. Develop, provide, and coordinate professional learning opportunities for all MCS staff related to integrating behavioral health, trauma-informed practices, restorative practices, bullying prevention, etc. into a multi-tiered system of support.
6. Use data to regularly evaluate the fidelity of program implementation and program effectiveness. Use data to guide the development and review of the annual district plan and the 5-year strategic plan.
7. Serve as a liaison in conflicts between parents, teachers and /or students (parent/teacher, parent/parent, parent/student, etc.) for the purpose of resolving issues that could impede student success.
8. Maintain case records for the purpose of documenting activities and complying with mandated requirements.
9. Submit all required local, state, and federal reports in a timely manner.

**Staff Relationship:** Reports directly to the Assistant Superintendent of Student Support Services

**Terms of Employment:** Twelve (12) months. Salary and benefits set annually. Exempt.