



## Montgomery County Juvenile Court

Judge Helen Wallace  
Judge Julie Bruns  
Court Administrator Eric Shafer



**Job Title:** Intervention Specialist

**Department:** Education

**Posting Closing:** Until Filled

**Position Location:** CAS: 333 Access Road, New Lebanon, OH 45345

**Job Type:** Full-time

**Salary:** Salary commensurate with education and experience.

**Shift:** 1<sup>st</sup> Shift

### BENEFITS

Insurance: Comprehensive Health, Dental, and Vision Insurance; \$60,000 in basic life and AD&D coverage;

Paid Time Off: Paid Vacation, Sick Leave, Personal Leave, and Parental Leave

Retirement: Employer contribution to the Ohio Public Employees Retirement System (OPERS); Voluntary Deferred Compensation Plans offered.

Other: Tuition Reimbursement

### DISTINGUISHING JOB CHARACTERISTICS

Provides academic and/or behavioral interventions to students with mild-to-moderate needs in grades 7-12, supports general education curriculum and instruction in conjunction with general education teaching staff. Engages in progress monitoring of IEP goals and gathers baseline data to inform new IEP goals, coordinates and conducts annual review IEP meetings and IEP amendment meetings, and collaborates with State Support Team 10 consultants, facility staff, therapists, MCJCS Special Education Coordinator, representatives of school districts of residence, and other school and community stakeholders. The position reports to the MCJCS Special Education Coordinator and is assigned to the Center for Adolescent Services (CAS), which is a secured residential correctional/treatment facility.

**“In this position, you are an At-Will Employee serving at the pleasure of the Administrative Judge.”**

### QUALIFICATIONS

Minimum of a Bachelor’s degree in Special Education or related field is required. Ohio Department of Education 5-Year Professional K-12 Intervention Specialist License or 4-Year Resident Educator K-12 Intervention Specialist License is required. Experience working with youth at particular risk of school failure is preferred.

Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

Interested candidates may apply online at <http://www.mcjcoho.org/job-openings/>

Human Resources, Montgomery County Juvenile Court, 380 W. Second Street, Dayton, OH 45422

**AN EQUAL OPPORTUNITY EMPLOYER**

**POSITION DESCRIPTION**  
**Montgomery County Common Pleas Court**  
 Juvenile Division

**CLASSIFICATION TITLE: Intervention Specialist**

<b>FLSA STATUS</b>	Exempt	<b>EMPLOYMENT STATUS</b>	Full-time
<b>EXEMPTION TYPE</b>	Professional	<b>REPORTS TO</b>	Principal
<b>CIVIL SERVICE STATUS</b>	Unclassified	<b>WORK SCHEDULE</b>	40 hours per week
<b>PAY GRADE</b>	A22	<b>DEPARTMENT</b>	CAS

**DISTINGUISHING JOB CHARACTERISTICS**

Provides academic instruction to students across a wide range of grade and educational levels from lower elementary through high school. The employee will teach students who are detained in a secured residential correctional/treatment facility. Students in need of Intervention services will be mild to moderate.

**“In this position, you are an At-Will Employee serving at the pleasure of the Administrative Judge.”**

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

*To perform this job successfully, an individual must be able to satisfactorily perform each essential duty listed below. Reasonable accommodations will be made for disabled persons, covered by the Americans With Disabilities Act, in accordance with its requirements.*

Teaches and provides academic instruction to youth placed at the facility. Presents educational materials and lesson plans appropriate to the academic needs of youth that are achieving at various grade levels.

Observe youth's behavior and maintains awareness of the youth's emotional and physical needs. Particular attention to: depression, suicide ideation and aggressive tendencies toward others.

Plans and implements daily lesson plans for youth and make certain that all special education mandates are met.

The special education will identify a process for identifying youth who are in need of an evaluation.

Evaluates student's work and academic progress. Assesses student abilities, conducts proficiency tests, records grades and students academic achievement as well as providing for reports on behavioral progress.

Creates, assesses and selects various classroom materials to meet student needs. Gathers appropriate and applicable material through community and educational resources and modifies material, as necessary, to make it grade, age and academic skill-level appropriate.

Confers with staff regarding student's issues, problems and needs. Interacts with medical and treatment staff regarding physical and psychological conditions of the students.

Maintains classroom discipline and follows facility security procedures. Intervenes in crisis situations to maintain control and discipline.

Meets with parents to answer questions, provide feedback and discuss student's progress, problems and issues and to make realistic educational plans for the student's aftercare educational needs.

Plans and conducts student field trips.

Maintains student attendance and academic grade records, and discipline reports. Submits records to Judges, Magistrates; Probation Officers, parents and others as required.

#### OTHER DUTIES AND RESPONSIBILITIES

Attends various facility events and activities. Meet with individual students in the living unit to assist in schoolwork. Participate in various task groups and committees and treatment team to improve the overall program.

#### SCOPE OF SUPERVISION

None

#### EQUIPMENT OPERATED

Computer; VCR; television; overhead projector; copier, fax machine, telephone and other general classroom and office equipment.

#### CONTACTS WITH OTHERS

Principal; other teachers; youth; parents and legal guardians; facility treatment staff; Administrative and Management staff; Community School staff; counselors, teachers etc...

#### CONFIDENTIAL DATA

Youth records, which might include personal background and social history, mental evaluations, discipline reports, academic records.

#### WORKING CONDITIONS

Individual classroom setting within a secure correctional treatment environment. Exposure to potentially violent youth. Possible exposure to contagious diseases, head lice and bloodborne pathogens.

#### USUAL PHYSICAL DEMANDS

*The following physical demands are typically exhibited by position incumbents performing this job's essential duties and responsibilities. These physical demands are not, and should not be construed to be job qualification standards, but are illustrated to help the employer, employee and/or applicant identify tasks where reasonable accommodations may need to be made when an otherwise qualified person is unable to perform the job's essential duties because of an ADA disability.*

While performing duties of this job, the employee normally must be able to stand or sit for extended periods of time while teaching. The employee commonly must adjust visual focus to read materials and computer screen. The employee must be able to converse with the youth, visitors, and family members and to hear. Must be able to assist in a physical intervention.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

**Knowledge of:** human growth and development; education principles and standards; behavior management; teaching strategies for non-traditional students and those with emotional, behavioral and learning disabilities; student motivation and behavior management; crisis intervention process and techniques; basic psychology and human relations; security and safety precautions; classroom organization and Management; cognitive development and dysfunction in children and adolescents; reading problems and strategies.

**Ability to:** maintain flexibility in adjusting course curriculum and materials to varying learning levels; adapt to varying learning styles; work in a secured environment; work with troubled juveniles; communicate with students with a wide range of abilities, experiences, education and discipline; empathize with youths' problems and serve as role model; develop and maintain effective working relationships with associates, youth, family members, visitors; maintain confidentiality of sensitive subject matter; exhibit creative thinking.

**Skill in:** teaching; dealing with juvenile behavior problems; verbal and written communication; CPR; First Aid and other safety and security protocols; listening; operation of computer and computer software.

QUALIFICATIONS

Master degree preferred with minimum three years experience with at risk youth. State of Ohio special education teaching certificate and/or licensure required.

Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

LICENSURE OR CERTIFICATION REQUIREMENTS

Special Education Teaching Certificate; CPR; First Aid.

Staff Signature \_\_\_\_\_

Date \_\_\_\_\_

I have read the above job description and fully understand my responsibilities.

This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the employee filling this position, who will be required to follow instructions and perform any duties required by the employee's supervisor or designee.