

# **Anoka-Hennepin Independent School District #11**

## **Job Description**

**Title:** Behavior Support Coordinator  
**Reports to:** Principal on Special Assignment: Student Conduct

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### **JOB SUMMARY**

The Behavior Support Coordinator is a key position responsible for guiding and supporting the district's Coordinated Early Intervention Support (CEIS) plan. This role focuses on promoting student well-being and a safe, positive learning environment through the development, implementation, and oversight of effective behavioral support systems. The ideal candidate will be a collaborative leader with expertise in multi-tiered systems of support (MTSS), behavior management, crisis intervention, and professional development. This position works closely with the MTSS Coordinator and various support teams to ensure fidelity of implementation and provide targeted support for students with higher needs.

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### **DUTIES AND RESPONSIBILITIES**

- **Behavioral Support & Intervention:**
  - Provide guidance, support, and direction to social workers and other support staff on effective behavioral interventions and strategies.
  - Collaborate with the MTSS Coordinator to conduct fidelity checks for MTSS Tier 2 and Tier 3 interventions.
  - Offer curriculum resources and support to teams to address student behavioral needs.
  - Provide direct and indirect support for higher-need students across the system.
  - Work with support teams to identify and proactively support students at risk.
  - Assist in the implementation of a multi-tiered system of support for student well-being, contributing to a safer and more positive school climate.
  - Analyze building and district data regarding behavior.
- **Professional Development & Training:**
  - Serve as a primary driver for professional development related to student behavior and support for all staff.
  - Collaborate with the MTSS Coordinator to provide comprehensive training sessions.
  - Develop and deliver training on topics including, but not limited to, de-escalation techniques, trauma-informed practices, mental health awareness, crisis intervention, and restorative practices.
  - Enhance staff capacity to effectively manage student behavior and ensure a safe learning environment.
- **Crisis Preparedness & Response:**
  - Offer consultation to support staff and administrators during and after crisis incidents involving student behavior.
  - Support the development and implementation of the behavioral components of crisis plans.

- Provide vital de-escalation training to prepare staff for crisis situations.
    - Assist in post-crisis support for students to facilitate their recovery and re-integration.
  - **Collaboration & Communication:**
    - Foster inter-departmental collaboration by bringing together various student support personnel.
    - Facilitate effective communication about student concerns, safety protocols, and intervention strategies.
    - Serve as a liaison to facilitate communication between school staff, parents, and external agencies to ensure a coordinated approach to student support.
    - Collaborate with student support staff to provide resources to families.
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## **QUALIFICATIONS**

- Required licensure in Clinical Social Work or Professional Counselor.
  - Experience with specific behavior management programs, experience as a trainer or coach preferred.
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## **SKILLS AND COMPETENCIES**

- Deep knowledge of behavior support systems and Multi-Tiered Systems of Support (MTSS), including trauma-informed and restorative practices.
  - Proven ability to lead, coach, and build capacity among staff through professional development and ongoing support.
  - Strong collaborator and communicator who fosters positive relationships with students, families, staff, and community partners.
  - Skilled in crisis prevention, intervention, and recovery planning to promote a safe and supportive school environment.
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## **PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT**

- This position requires frequent standing, walking, sitting, bending, and may include lifting up to 10 pounds.
- Specific vision abilities required such as close vision and the ability to adjust focus.
- Work environment includes offices, meeting rooms and school buildings.
- Must be able to respond to unexpected situations and maintain composure.
- Ability to travel to various district sites may be required.