

**Priorities, Inc.**  
**Job Description/Performance Evaluation**

**Title:** Behavioral Specialist  
**Reports To:** Administrator and/or Supervisor  
**Status:** Nonexempt

**Employee Name:** \_\_\_\_\_  
**Review Date:** \_\_\_\_\_

**Job Summary:**

Under direction of Administrator and/or Supervisor, this position is responsible for the implementation of client care, safety and security; and does related or other work as required in accordance with the California Department of Social Services, Community Care Licensing Division, California Department of Developmental Services, this Job Description, Priorities, Inc. Policy and Procedure Manual, and with the Priorities, Inc. Employee Handbook.

**1. CLIENT CARE AND SUPERVISION:**

NEEDS IMPROVEMENT	MEETS EXPECTATIONS	EXCEEDS EXPECTATIONS
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## 2. PROFESSIONAL EXPECTATIONS

<b>NEEDS IMPROVEMENT</b>	<b>MEETS EXPECTATIONS</b>	<b>EXCEEDS EXPECTATIONS</b>
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## 3. RECORDS AND REPORTS

<b>NEEDS IMPROVEMENT</b>	<b>MEETS EXPECTATIONS</b>	<b>EXCEEDS EXPECTATIONS</b>
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#### 4. PROFESSIONAL GROWTH AND TRAINING

<b>NEEDS IMPROVEMENT</b>	<b>MEETS EXPECTATIONS</b>	<b>EXCEEDS EXPECTATIONS</b>
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**POSITION QUALIFICATIONS:**

- H.S. diploma or equivalent
- One year experience in Psychiatric Acute Inpatient, Developmental Center or equivalent or two years experience working with severely and persistently mentally ill and/or DD adults in a professional setting
- Ability to work within a team
- Ability to problem solve
- Ability to work with developmentally disabled/mentally ill adults
- Ability to tolerate stressful interactions with developmentally disabled/mentally ill adults
- Basic knowledge with clients with DD and mental illness
- Basic skills in mental health interventions and techniques
- Basic skills in care and supervision of mentally ill adults
- Basic skills in verbal and written communication
- Certification in CPR/First Aid
- Must be 18 years or older
- Posses a valid driver's license and vehicle insurance
- Must pass pre-employment drug screening
- Ability to pass a criminal background check

**PHYSICAL AND MENTAL REQUIREMENTS**

- Sitting for long periods of time
- Operation of computers
- Frequent walking, pushing/puling and bending/squatting
- Ability to constantly lift 5lbs or less and frequently up to 70+lbs.
- Constant overall vision; frequent reading and close up work
- Constant repetitive motion, writing, holding, reaching, grasping
- Constant hearing normal speech, talking in person, talking on Telephone/radio
- Constant exposure to noise, dirt, dust, smoke, fumes, poor ventilation, cold, heat, and hazardous materials.
- Excellent listening skills
- Empathetic communication
- Patience with those exhibiting agitation and emotional turmoil
- Must effectively deal with frequent exposure to assaultive behavior
- Ability to keep a positive attitude and positive working relationships With both supervisors and peers under stressful conditions.
- Position involves constant decision-making, public contact, concentration working weekends/nights or overtime.
- Exposure to grief and death
- Exposure to blood/bodily fluids

**PROFESSIONAL GROWTH AREAS FOR NEXT APPRAISAL:**

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**EMPLOYEE'S SIGNATURE**

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**APPRAISER'S SIGNATURE**

\_\_\_\_\_  
**APPRAISAL DATE**