

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

01/12	SEXUAL INCIDENCE RESPONSE COMMITTEE (SIRC) Specialist	1.5.4
Effective Date	Job Title	Index

1. Primary Function: Coordinate and facilitate of the District's Sexual Incidence Response Committee (SIRC), a multiagency/multidisciplinary threat assessment team designed to provide consultation to all schools within the District regarding the management of students with concerning sexual behavior.

2. Responsible to: Supervisor, Student Services.

3. Assigned responsibilities:
 - 3.01 Consultation – problem solving
 - 3.01.01 Takes existing data, experience and known research to problem solve with staff in order to arrive at options for a student
 - 3.01.02 Works closely with school administrators, school counselors, public mental health, protective services, law enforcement and the district attorney's office to develop safety plans for students
 - 3.01.03 Assists District psychologists with cases needing additional consultation
 - 3.02 Diagnosis Service
 - 3.02.01 Observes, interviews, and assesses students to determine typical behaviors, strengths, and needs.
 - 3.02.02 Uses diagnostic information and other available data to provide student, staff and parents information and recommendations for resolving student problems
 - 3.03 Program Development
 - 3.03.01 Participates with other staff, parents and community agencies in writing behavioral programs or safety plans that are workable in the setting
 - 3.03.02 Develops procedures for screening and assessing the potential risk level of students with sexually offending behaviors
 - 3.04 Training
 - 3.04.01 Trains staff on understanding and working with students with sexually offending behavior
 - 3.04.02 Trains staff on the process for accessing SIRC
 - 3.04.03 Trains new members to the SIRC team on the groups processes
 - 3.05 Directs Intervention Services
 - 3.05.01 Provides short-term crisis service to school and student until other resources are determined and implemented
 - 3.05.02 Identifies useful resource persons and programs
 - 3.05.03 Serves as a liaison to link students, staff, and parents to in and out of District resources for services
 - 3.06 Conducts Research and Evaluation
 - 3.06.01 Provides a summary and current research data for SIRC program development and improvement.

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

01/12 Effective Date	SEXUAL INCIDENCE RESPONSE COMMITTEE (SIRC) Specialist Job Title	1.5.4 Index
-----------------------------	---	--------------------

- 3.06.02 Develops and manages a process for evaluating the effectiveness of individual student programs.
- 3.07 Follows specified standards, policies, and procedures of the building and District

Additional Responsibilities:

- 3.08 Licensed Psychologists will be expected to participate in Special Education evaluations

4. Minimum Qualifications:

- 4.01 School Psychologist, Clinical Psychologist or Licensed Clinical Social Worker
- 4.02 Demonstrated ability to use:
 - 4.02.01 Use interpersonal skills to consult with teachers, coordinators, counselors, parents, and community agencies personnel.
 - 4.02.02 Use appropriate diagnostic and assessment procedures and develop useful alternatives for students and staff
 - 4.02.03 Participate effectively with District and Building staff in developing District and Building educational programs.
 - 4.02.04 Train staff in procedures that are related to their program recommendations.
 - 4.02.05 Provide intervention services.
 - 4.02.06 Evaluate his or her own program's effectiveness.
- 4.03 Understanding of sexually concerning behavior in youth as well as a foundation in special education eligibility and familiarity in working in school systems.

5. Minimum Term of Employment: Teacher Contract.

6. Salary Level: Licensed Salary Schedule (Employees holding a School Psychologist or Clinical Psychologist license will be eligible for a 30% differential as well)

7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

8. Physical Requirements:

Frequent reaching, handling, fingering, talking and hearing. Mobility to work in a typical school setting and use standard equipment, stamina to remain seated and maintain concentration for an extended period. Hearing and speech to communicate in person or over the telephone. Vision to read printed materials, computer screens and/or other monitoring devices.

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

01/12	SEXUAL INCIDENCE RESPONSE COMMITTEE (SIRC) Specialist	1.5.4
Effective Date	Job Title	Index

Strength: Sedentary/Medium – Exert force to 10-25 lbs. frequently, and up to 20 lbs. constantly or a negligible amount of force frequently to lift, carry, push, pull or move objects.

Salem-Keizer School District is an equal opportunity employer.

Position: Specialist, Sexual Incidence Response Committee (SIRC)

I am willing and able to perform the duties of this job:

Signature: _____

Date: _____

Print Name : _____