

## **2017 CBHM External Coach Job Description**

### **COMPREHENSIVE BEHAVIORAL HEALTH MODEL (CBHM) OVERVIEW:**

CBHM promotes positive school climate and social and academic success for all students. It is a comprehensive model that integrates tiered supports and services within a school according to student needs, and recognizes family and community partnerships as an integral part of a school's success.

### **JOB SUMMARY:**

The CBHM External Coach is responsible for supporting school-based internal coaches and CBHM school-based teams to ensure CBHM is implemented with integrity in each school. Boston Public Schools seeks a CBHM Coach who will work in the BPS Behavioral Health Services Department and will have full-time responsibilities associated with the Comprehensive Behavioral Health Model. The CBHM External Coach will assist in implementation of CBHM including coaching of CBHM Internal coaches and delivery of professional development sessions. The ideal candidate will organize and coordinate professional learning sessions with teachers, coordinate CBHM implementation operations and carefully document activities.

**REPORTS TO:** Senior Director of Behavioral Health Services

### **GENERAL RESPONSIBILITIES:**

- Support teachers in the implementation of effective instructional practices to improve student outcomes
- Use multiple assessment sources to provide evidence of school and district needs to guide instructional and PD decision making
- Facilitate interactions and coordinate efforts within and across the grant's Teacher Researcher, Evaluation, Boston Children's Hospital, UMASS Boston, BPS Behavioral Health Services, and Participant Cohort teams.
- Nurture and support the development of BHS staff
- Support inventory and distribution of materials for curriculum and professional development
- Provide on-going support and TA to Internal Coaches (School Psychologists) through monthly 1:1 meetings and district-level PLCs
- Support development of, participate in, and, as needed, model facilitation of building-level teams.
- Support building-level team meetings by providing technical assistance (e.g., meeting dates, calendar tasks, agenda, communication with staff, families, community partners, and other stakeholders, and assist with action plan development at all three tiers).
- Become familiar with each school's structure, policies and procedures, and available resources at the school and district levels

- Provide support around engagement and partnership with community-based mental health partners
- Facilitate and support school-based leadership to sustain the initiative over time
- Other duties as assigned by the Senior Director of Behavioral Health

## **DATA & EVALUATION**

- Ensure school-wide data collection systems are established
- Ensure screening and CBHM data is collected according to district-level calendar
- Provide TA on school-wide data analysis
- Participate in and support the evaluation of the impact of coaching activities on implementation
- Professional Development & Other Technical Assistance
- Provide district-level and school-based professional development around CBHM and implementation and use of interventions at each tier.
- Provide consultation and support to school-based administrators and faculty

## **DISTRICT-LEVEL COORDINATION & SUPPORT**

- Participate on CBHM Implementation Committee and in CBHM Coaches Meetings
- Facilitate district-level PLCs
- Support planning of District-level convening, including Principals Breakfast, etc.
- Identify new Cohort schools, get administrative support, help schools identify team members for initial training

## **QUALIFICATIONS - REQUIRED:**

- Massachusetts school psychologist or social worker license
- 5 or more years of professional experience
- Knowledge of MTSS and behavioral health service delivery models
- Demonstrated school and/or district leadership capacity, including leadership of professional development
- Reliable form of transportation to travel to district schools
- Work a schedule that allows for providing professional development sessions for teachers and school leaders before and after school
- Large-scale project management experience (e.g., family night, science fair)
- Ability to make decisions under pressure and to prioritize and organize work time efficiently
- Demonstrated ability to work with university- and community-based partners
- Demonstrated skills that would allow candidate to support, monitor and assess progress of CBHM team
- Current authorization to work in the United States - Candidates must have such authorization by their first day of employment

**QUALIFICATIONS - PREFERRED:**

- C.A.G.S. /E.D. /Ph.D.
- Knowledge of Boston Public Schools policies and practices
- Knowledge of Formative Assessment Best Practices
- Coaching experience