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## **Job Description: SLATE Group Leader**

The Group Leader will be responsible for the development, instruction, and implementation of curricula, oversight of the Inclusion Assistants support, and provide behavior interventions to all students within the designated social groups.

## **Hours, Salary, and Benefits:**

Part Time, hourly non-exempt position, working between 5-15 hours per week at \$40.00 per hour. Paid Sick Leave

**Supervisory Responsibilities:** None

**Reporting Supervisor:** Vendored Program Manager

## **Duties and Responsibilities:**

- Implementation social-emotional skills training services to participants using evidenced based practices
- Provide behavioral support for participants
- Facilitate interactions between all participants and support staff
- Planning of daily activities and curricula using evidenced based practices and overs the delivery and implementation to participants
- Participate in staff development activities as assigned
- Maintain required data to prepare program Individual Service Plans
- Maintain confidentiality of participant records and information
- Keep and maintain daily attendance
- Maintain the safety and wellbeing of all participants within the social group during both classroom time and community outings.

## **Required Skills and Abilities:**

- Excellent communication skills among diverse groups including parents, service providers including educators, and others
- Excellent organizational and problem-solving skills
- Excellent time management skills and the ability to meet deadlines
- Strong leadership skills
- Ability to function well in a high paced and stressful environment
- Proficient in the collection of statistical data

## **Education and Experience:**

- Bachelor's degree or equivalent certification in related field preferred
- At least 3 years' experience working in Special Education and/or related field.

## **Physical Requirements:**

- Prolonged periods of walking, standing and kneeling
- Must be able to lift up to 50 pounds