



COME WORK (AND PLAY) IN BIG SKY COUNTRY!

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MONTANA SCHOOL FOR THE DEAF AND THE BLIND

DEPARTMENT: Student Services

JOB TITLE: Cottage Behavioral Counselor

SUPERVISOR: Dean of Students

DIVISION: Campus

STARTING SALARY: \$31, 024 to \$38, 067 (dependent on experience and degrees/certification)

START DATE: August 2018

LOCATION OF JOB: Montana School for the Deaf and the Blind, Great Falls MT

SUPPLEMENT REQUIRED: Yes

STATUS: Permanent, Full-time

POSITION NUMBER: 51303101

BARGAINING UNIT: MEA-MFT

CLOSING DATE: First application review – June 30, 2018. Open until filled.

TYPICAL DUTIES:

The purpose of this job is to provide guidance to deaf, hard of hearing, blind, visually impaired, and deafblind students in the residential program. Provide general guidance to students regarding social and emotional development. Serve as a liaison between family members and cottage staff. Work as a member of the residential team in dealing with students on behavioral issues and other matters in regards to students on assigned caseload.

- Provide general guidance to deaf, hard of hearing, and visually impaired students, and strategize specific behavioral supports to students who have social, emotional, or behavioral problems. Support and guide the Cottage Life Attendants in dealing with students who are experiencing behavioral problems. Assist in the development and implementation of behavioral management programs. Gather and present data and information related to the cottage program at IEP/CST meetings in relation to student performance and social development in the areas of: communication skills, occupational realities, self image, social and emotional issues, personal hygiene and interpersonal relationships.
- Coordinate individual student and group behavior management and counseling programs with the MSDB Mental Health team. Serves as a member of the Mental Health team. Maintain schedules and assist students with weekly phone calls home. Maintain records related to their counseling program. The counselor provides quarterly reports to parents as well as conducts annual Burk's Behavioral reports for students on their caseload.
- Manages all aspects of the Independent Living Skills program for students on caseload.
- Arrange, organize, and supervise evening and weekend individual and group activities for residential students. This could include activities such as guitar lessons, community recreation programs, hunter's safety, community events and group events for MSDB students such as Halloween Parties, Christmas Parties, the annual Super Bowl Party and other similar events.

- Incumbent works under the direction of the Supervising Counselor. Will also assist Supervising Counselor in office management on weekends and other duties as assigned by the Dean of Students. This position requires working evening and weekend shifts.
- Detailed Job Description available upon request.

QUALIFICATIONS: Membership and certification in ASLTA preferred. Education and training related to ASL, the Deaf community and its culture is required. Must be able to teach American Sign Language. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of staff members. Ability to follow curriculum.

ACCOMMODATIONS: The State of Montana and the Montana School for the Deaf and the Blind makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the recruitment and selection process. For the school to consider any such accommodations, the applicant must notify the school in writing of any needed accommodation by the application deadline.

IMMIGRATION REFORM AND CONTROL ACT: In accordance with the Immigration Reform and Control Act, the person selected must produce within three (3) days of hire, documentation that he/she is authorized to work in the United States. Examples of such documentation include a birth certificate or social security card along with a driver's license or other picture I.D., a United States passport or a green card.

ADDITIONAL REQUIREMENTS: MSDB is a non-smoking environment. There are no authorized smoking areas and smoke breaks are not given. All successful candidates must submit to a background check, which includes a criminal record review, and must not possess any felony or DUI convictions. Additionally, an "Applicant Release Form" must be completed and signed as part of the application.

The work performed in a typical setting at MSDB involves mostly sedentary to light physical activity, typically requiring occasional exertion of up to 20 lbs. of force and walking or standing to a significant degree. The employee may need to climb stairs, bend, stoop, reach, and handle objects. The employee may occasionally lift and/or move up to 50 lbs. The person in this position works in multiple buildings across campus and must be able to travel independently between buildings.

This position requires interactions with staff who may have very different and very strong beliefs about the best ways to educate students who are deaf or hard of hearing. The person in this position must be open-minded and respectful regarding different educational philosophies. This position requires some amount of time engaging in signing which has been known to lead to repetitive motion injuries such as carpal tunnel.

The successful candidate will be required to have fluent ASL and English skills to communicate with staff. New employees must meet the requirements of MSDB Policy 5124 Employee Sign Language Skills and will be evaluated through the Sign Language Proficiency Interview (SLPI). New employees to this position must meet the Target Skill level Standard of "Advanced Plus" on the date of hire.

PROBATIONARY PERIOD: All employees shall serve a probationary period of one year (see A.R.M. Section 2.21.3808(2)). Policy 5123

APPLICATION AND SELECTION PROCESS: Selection procedures to be used in evaluating applicant's qualifications include an evaluation of the Montana State Application form, structured interview, and reference checks. Incomplete or unsigned application forms may not be considered.

APPLICATION: <https://statecareers.mt.gov>

An Affirmative Action/Equal Opportunity Employer

The Montana School for the Deaf and the Blind is an Affirmative Action/Equal Opportunity Employer (EOE). MSDB will not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, sex, pregnancy, childbirth or medical conditions related to pregnancy or childbirth, disability, age, political or religious affiliation or ideas, culture, creed, ancestry, social origin or condition, genetic information, sexual orientation, gender identity or expression, military service or veteran status, marital status. Announcement of this policy is in accordance with state and federal laws, including Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Employees and participants who have an inquiry or complaint of harassment or discrimination, or who need information about

accommodations for persons with disabilities, should contact the Affirmative Action Officer, Montana School for the Deaf and the Blind, 3911 Central Avenue, Great Falls, Montana 59405. Phone (406) 771-6000