



Unaffiliated Job Description

Registered Behavior Technician

Descriptors

Position Title:	Registered Behavior Technician	Department:	Individualized Student Services
Position Classification:	Unaffiliated	Reports To:	Executive Director of Individualized Student Services
Exempt Status:	Non-Exempt	Revision Date:	October 2023
Supervisory:	No		

Approval: _____
(Executive Director of Human Resources)

Approval: _____
(Superintendent)

Job Summary

The Registered Behavior Technician will support the implementation of Positive Behavior Support Plans through modeling and coaching.

Essential Duties and Responsibilities

60% Behavior Support

- Completes student observations and student-specific data collection methods as needed under the direction of the Board-Certified Behavior Analyst.
- Assist teachers with overseeing the safety, personal conduct, personal care, and behavior of the students
- Redirects students engaging in negative or unexpected behavior
- Implements behavior support plans and monitors for effectiveness
- Intervenes when necessary to de-escalate students deemed to be in crisis.
- Provides direct instruction to de-escalate student issues

30% Data Collection/Support

- Oversees behavioral data collection including maintenance and entry of information into the data collection system

- Collects reliability data (i.e., scoring data separate from other staff to look for accuracy of data collection)
- Monitors data to identify students who need additional support or effectiveness of intervention.

10% Professional Development/Meetings

- Support professional development and modeling to staff to support Behavior Support Plans
- Attends professional development training to support Behavior Support Plans
- Actively participates in meetings and training for classrooms the Registered Behavior Technician supports (e.g., team meetings, debrief meetings, training on student safety plans).

Perform other duties as assigned or requested

Work Requirements and Characteristics

Training/Experience:

- High School Diploma
- Two years of study at an institution of high education (60 college credits) or Associate degree (or higher) or successful completion of the paraeducator training and assessments
- Registered Behavior Technician Certification (RBT)
- Maintains Registered Behavior Technician credential by meeting supervision and documentation requirements, following the code of ethics, and meeting annual renewal requirements.

Experience:

- 1 - 3 years of successful experience working with children and/or individuals with special needs. Other successful work experience will be considered.
- Experience as a Personal Care Assistant (PCA) or Direct Support Professional (DSP) or willing to get PCA certified within 30 days of hire

Qualifications:

- General knowledge of applicable district policies, practices, and procedures;
- General knowledge of Positive Behavior Support Plans, Restrictive Procedure reports, observation notes, and Data Collection Sheets;
- General knowledge of behavioral data, behavioral charts, Restrictive Procedure reports, and Fidelity Checks;
- Skill operating standard office equipment and applicable hardware and software;
- General skill in operating standard database systems;
- Ability to make arithmetic computations using whole numbers, fractions, and decimals;
- Ability to compute rates, ratios, and percentages;
- Ability to establish and maintain effective working relationships with building leadership, supervising Board-Certified Behavior Analyst, teachers, paraprofessionals, parents, and the general public.
- Hold or obtain Registered Behavior Technician Certification within 6 months of hire.
- Obtain Safety Care Certification within 6 months of hire.

Machines, Tools, Equipment, Electronic Devices, and Software Required:

- Operates office equipment including computer, printer, scanner, calculator, copier, multi-line phone system, facsimile
- Utilizes multiple software, databases and systems

Physical and Mental Requirements**Physical Job Requirements:**

- Ability to lift up to 50 pounds weight and up to adult-size body weight with two-to-three-person lift.
- Frequently requires standing, walking, lifting, bending, leaning, and repetitive motions.
- Occasionally requires sitting, stooping, kneeling, and crouching.
- Ability to tolerate sudden jarring movement.

Mental Job Requirements:

- Position requires handling multiple tasks at once while dealing with frequent interruptions
- Position involves need for accurate and detailed work
- Position requires flexibility and a willingness to undertake a variety of tasks, sometimes at the direction of more than one person
- Position requires setting priorities and meeting deadlines
- Position requires applying judgment and discretion in handling problems and issues
- Position requires handling conflict resolution

Hazardous Working Conditions:

- Position is performed in locations that are generally moderately noisy
- Work occasionally requires exposure to outdoor weather conditions and bloodborne pathogens and may require wearing personal protective equipment.

This description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform other job-related duties as requested by their supervisor. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.