

SPECIAL EDUCATION DEPARTMENT AUTISM SPECIALIST

SPA License Status:	<i>Licensed/Contract</i>
SPA Probation:	<i>One Year</i>
FLSA Status:	<i>Exempt</i>
Supervisor:	<i>Assistant Superintendent of Special Education; Executive Director of Special Education; Special Education Administrator (SEA)</i>
Supervises:	<i>None</i>
Salary Schedule:	<i>Certified Teacher Salary</i>
Terms of Employment:	<i>7.5 hours / 9 months</i>
Job Goal:	<i>The Autism Support Specialist designs, coordinates, and modifies behavioral programs, collaborates with the interdisciplinary team, performs behavioral assessments (including functional analyses), and oversees the quality of service delivery. The purpose of this position is to decrease student's engagement in challenging behaviors and increase their functional and socially appropriate behaviors using evidence-based, best practices based on the large body of empirical research that has been conducted in the field of Applied Behavior Analysis (ABA).</i>

Minimum Qualifications

- 1. Must possess a Level I Teaching License-Level II or III (preferred)*
- 2. Must have 2 years of successful teaching experience or 2 years of successful technical behavior therapy experience in a community agency*
- 3. Must have a Bachelor's degree in either Applied Behavior Analysis, psychology, special education, or a related field*
- 4. Certification in Applied Behavior Analysis-Board Certified Behavior Analyst (BCBA) or as a Registered Behavior Technician is preferred*

Job Duties

- 1. Conduct Functional Behavior Assessments (FBA) and Descriptive Analyses in academic settings.*
- 2. Provide consultation to behavior technical assistants and other special education staff to analyze students ABA/behavior change programs and to design and implement effective treatment plans; graph and analyze behavior data.*
- 3. Develop, write and present Positive Behavior Intervention Supports (PBIS) using empirically validated behavior strategies.*

4. *Conduct stimulus preference assessments and develop effective reinforcement systems to be implemented by the classroom teacher.*
5. *Monitor the implementation of effective reinforcement systems.*
6. *Assist with data collection and assessments for behavior support services.*
7. *Assist with the development and implementation of positive behavior support and intervention techniques and positive behavior support plans as part of the individualized educational plan (IEP) process.*
8. *Provide training in data collection and intervention techniques and instructional methodologies to educational staff.*
9. *Attend meetings and conferences as assigned.*
10. *Collaborate with families, educational staff, and other agency representatives.*
11. *Exhibit professionalism by maintaining good attendance and adhering to established work schedule.*
12. *Comply with the Code of Ethics, administrative directives, board policy, state and federal statutes and rules and regulations.*
13. *Communicate and display courteous and professional behavior toward students, the public, the Immediate Supervisor, School and District Administrators, staff and peers.*
14. *Safeguard the confidentiality of information pursuant to the Family Educational Rights and Privacy Act and other applicable state and federal statutes.*
15. *Evenings and weekend work may be required.*
16. *Perform such other tasks as may be assigned.*

MACHINES, TOOLS, EQUIPMENT AND WORK TOOLS

Various machines and equipment including but not limited to computer, telephone, instructional technology.

WORKER TRAITS—Aptitudes

1. *Verbal ability required to understand oral and written instructions*
2. *Motor coordination required to coordinate eyes, hands and fingers when operating machines and equipment essential to the job*
3. *Manual and finger dexterity required to operate machines and equipment precisely and rapidly*
4. *For further information regarding worker traits, please see attached job analysis*

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on evaluation of professional personnel.

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I accept this position offered and agree to the above job description.

*Print Name*_____

*Signature*_____ *Date*_____

*Approved By*_____ *Date*_____

