



**Board Certified Behavior Analyst
(BCBA)
Job Description**

JOB INFORMATION

<i>Job Title:</i>	Board Certified Behavior Analyst (BCBA)
<i>Version Date:</i>	03/18/2022
<i>Category:</i>	Professional
<i>Department:</i>	Exceptional Student Services
<i>Work Year:</i>	175 Day, 10 Month Contract
<i>FLSA Classification:</i>	Exempt

JOB SUMMARY

Conduct behavioral assessments and plans for special education students with social/emotional needs within the district. Provide direct instruction, support and professional development/training for school staff, paraprofessionals, and parents/guardians in appropriate behavior intervention techniques to decrease frequency and severity of challenging behavior. Actively participate in programming, strategies, data collection and monitoring of behaviors. Appropriately provide supervision of RBT's. Maintain a high quality of services while remaining in good standing regarding Board Certification requirements and current on developments and trends as related to Applied Behavior Analysis.

Essential Functions

<i>Essential Function</i>	<i>% TIME</i>
Identify target behaviors and develop functionally based interventions including antecedent strategies, replacement behaviors, reinforcement systems, visual supports, and problem behavior consequence strategies.	10%
Conduct functional behavioral assessments and support writing behavior intervention plans.	9%
Create and facilitate trainings for professional development including: school staff, parents, community agencies, and students.	5%
Assist and maintain data for the development of initial/eligibility reports, annual IEP's, BIP, and progress reports. Reports should reflect student strengths/challenges and appropriate data driven goals and strategies for skill development.	8%
Cooperatively participate with building teams in designing and implementing programming/services on goals, inclusion, measurement criteria, fade plans and interventions/teaching strategies for students with a variety of disabilities and needs.	12%
Ability to develop and maintain professional relationships with students, co-workers, supervisors and community members.	9%
Participate in required Medicaid and Random Moment Time Studies and document services in EZEDMed system.	5%
Meet regularly with supervisor and district level team to problem solve and collaborate on all students.	5%
Adhere to district policies and procedures and abide by code of ethics standards in FERPA and the BCBA code of ethics.	7%
Provide teachers and parents with information about appropriate developmental tasks and expectancies in cognitive, social, communication, physical and self-help areas	8%
Implement individual and classroom-wide strategies, interventions, etc. to increase adaptive behaviors and the development of functionally equivalent alternative responses.	9%

Effectively utilize time management, problem solving and multi-task skills.	8%
Perform other duties as required.	5%

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

Graduate Degree	(Master's or Doctorate) with appropriate state license through CDE or the ability to obtain or enrolled in a master's degree to obtain a state license in special education.	Required	
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Experience

	Experience in crisis intervention.	Preferred	
	Demonstrated strong verbal and written communication skills.	Preferred	
	BCBA certified for 1 year with BACB Supervision Course Full-filled	Required	

PHYSICAL DEMANDS/WORKING CONDITIONS

Physical Demands

<i>Physical Demand</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>	<i>Weight</i>
Carrying			X			
Climbing Stairs			X			
Crouching			X			
Grasping			X			
Grip			X			
Handling			X			
Kneeling	X					
Reaching (Abduction)		X				
Reaching (Adduction)		X				
Lifting (Above Shoulder)			X			
Pinch			X			
Pulling (Horizontal)		X				
Pulling (Vertical)		X				
Pushing (Horizontal)		X				
Pushing (Vertical)		X				
Lifting (Floor to Waist)		X				
Lifting (Waist to Shoulder)		X				
Reaching (Forward)			X			
Vision (Far)				X		
Reaching (Waist to Shoulder)		X				
Reaching (Above Shoulder)		X				
Reading					X	
Repetitive Motions			X			
Sitting				X		
Standing				X		
Wrist Deviation (Wrist Extension)				X		
Reaching (Floor to Waist)		X				
Vision (Near)					X	

Physical Demands

<i>Physical Demand</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>	<i>Weight</i>
Walking				X		
Wrist Deviation (Pronation)			X			
Wrist Deviation (Radial Deviation)			X			
Wrist Deviation (Supination)			X			
Wrist Deviation (Ulnar Deviation)			X			
Stooping		X				
Wrist Deviation (Wrist Flexion)			X			

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

Working Environment

<i>Working Condition</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			
Other		X			

Valid Driver's License Required

<i>Yes/No</i>	<i>Drivers License</i>
Yes	Valid drivers license with a safe driving record.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.