

Behavior Technician Job Description

Definition:

At Key Connections ABA Services, our behavior technicians are professionals who receive a minimum of a 40-hour intensive training in Applied Behavior Analysis (ABA) utilizing the Relias Online RBT course and other required trainings in the first week of hire. All behavior technicians are continually supervised by an agency BCBA on a weekly basis and engage in behavior analytic professional development activities. Behavior technicians are responsible for the direct implementation of skill-acquisition and behavior reduction plans developed by the BCBA. The behavior technician may also collect data and conduct certain types of assessments (e.g., stimulus preference assessments) under the supervision of a BCBA. The behavior technician is not responsible for the designing of interventions, conducting in-depth assessments, or developing skill acquisition or behavior reduction plans. It is the responsibility of the designated BCBA supervisor of the behavior technician to determine which tasks a behavior technician may perform as a function of his or her training, experience, and competence. The designated BCBA supervisor is ultimately responsible for the work performed by the behavior technician.

Reports to: Board Certified Behavior Analyst (BCBA):

Supervision Over: None.

Position Type: Hourly

Availability: Weekday afternoons and early evenings, weekend days.

Minimum Qualifications:

Education, Training, and Experience:

- Must be at least 18 years of age
- Possess a minimum of one year of experience with children or adults with autism diagnosis. OR Bachelor's Degree in psychology, special education, or related field with six months experience with children or adults with autism.
- A minimum of 6months-12 months experience in working with children, adolescents, and/or adults with special needs

Knowledge of:

- Appropriate behavioral intervention strategies
- Learning theories and instructional methods
- Ethics, laws, and regulations of acceptable behavior interventions
- Developmental processes of children, adolescents, and adults
- Interpersonal skills needed to manage crisis situations
- Technology, such as Microsoft Word, Excel, and PowerPoint
- Correct English grammar, punctuation, and spelling
- ***Bilingual applicants strongly encouraged to apply***

Skills and Abilities to:

- Assess situations and make proper judgments
- Understand behavioral situations and react accordingly in an ethical manner
- Objectively analyze crisis situations

- Respond quickly to emergency situations
- Communicate effectively and make recommendations to various agency staff and outside professionals, groups, or individuals
- Perform general clerical duties including maintaining accurate client records and preparing clear and concise reports
- Communicate effectively in both oral and written form with a diverse group of clients, parents/caregivers, school personnel, and other agency staff
- Use a computer and behavioral software to prepare documents and maintain client records
- Work independently and make decisions within the framework of established guidelines
- Follow guidance from senior level staff to enhance own professional development
- Work with a diverse team of professionals in a respectful manner
- Supervise clients during treatment sessions

Other Requirements:

- Successful completion of criminal history background check.
- Access to reliable transportation
- Proof of Vehicle Insurance
- Ability to lift a minimum of 25 lbs.

Job Duties:

- Provide direct behavioral services to clients in individual and group sessions
- Run skill acquisition programs with clients using Applied Behavior Analysis and Verbal Behavior Analysis
- Complete weekly program writing and maintain client's program book
- Work with Board Certified Behavior Analysts and/or Board Certified Assistant Behavior Analysts to implement individualized treatment plans
- Collect data and graph data as instructed using technological programs, such as Microsoft Excel or behavioral software
- Maintain respect and confidentiality for all clients
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; and participating in professional societies
- Maintain and protect the well-being of all clients during treatment sessions and when emergency crisis situations arise
- Other job duties as assigned by the Supervisor or other administrator

Additional Job Requirements:

- Attend and successfully complete the following prior to beginning job (Failure to successfully complete these trainings can jeopardize the ability to be employed at the agency):
 - New staff orientation
 - Crisis Intervention Training program course offered by the agency and renew certification annually. OR proof of current training in Safety Care or CPI.
 - CPR/AED training provided by the agency and renew certifications as needed
 - HIPAA/HITECH/FERPA Training
 - Use of data collection apps
 - Our agency provides a combination of in-person and self-paced training by a Board Certified Behavior Analyst. Our training consists of ABA 101, measurement, and prompt fading trainings as well as Cultural Competency, HIPAA, and Mandated Reporter training. All hires will receive Safety Care training to prevent and manage maladaptive behaviors. An optional Registered Behavioral Technician (RBT) training is offered and encouraged for our Behavior Technicians.

Salary/Hourly Rate: Commensurate with experience.

Key Connections ABA Services, LLC is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. In addition to federal law requirements, Key Connections ABA Services, LLC complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

By signing below, I acknowledge that I have read and understand this Behavior Technician job description.

Printed Name:

Signature:

Date:

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