

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

3/22	<u>Program Associate, Board Certified Behavior Analyst (BCBA)</u>	1.8.2.7
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DEFINITION

The Board Certified Behavior Analyst (“BCBA”) provides support to individuals and their families by coordinating and providing services in Applied Behavior Analysis, function analyses and assessment, behavior acquisition and reduction procedures, and adaptive life skills.

The BCBA oversees programming of registered behavior analysts (“RBTs”) and provides ongoing support and training to instructional staff as it relates to the implementation and documentation associated with behavior support plans.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Director of Student Services, or their designee(s). Methods of performing tasks are usually left to the judgment of the employee with a supervisor giving occasional instructions, advice, and decisions. Work is reviewed occasionally while in progress and/or upon completion.

Oversees programming of registered behavior analysts (“RBTs”) and provides ongoing support and training to instructional staff as it relates to the implementation and documentation associated with behavior support plans.

ESSENTIAL FUNCTIONS OF THE JOB - May include, but are not limited to, the following:

Provides oversight to all areas of programming including the training of RBTs and other instructional staff.

Assists in the development, facilitation, and follow-up training in Applied Behavior Analysis (ABA), using both discrete trial training and natural environment training models of teaching.

Provides model teaching and other direct instructional supports including, but not limited to, whole class instruction, small group instruction, individualized programs, community-based programming, and in-service instruction to other support professionals.

Assists in the development and implementation of assessment tools to conduct functional assessments and analyses when appropriate, and to develop appropriate behavior strategies to teach appropriate behavior and reduce target behaviors.

Provides ongoing support and training to instructional staff, ABA implementers, and other individuals in support roles for students.

Ongoing training of paraprofessional staff in implementation of ABA principles and methodology and behavior reduction strategies.

Creates ongoing data collection system to establish baseline and programmatic efficacy, and to analyze data on a frequent and ongoing basis to guide programming.

Develops behavior plans with a focus on teaching and other antecedent strategies for reducing challenging, disruptive, or inappropriate behavior(s).

Meets as needed with staff to discuss ongoing instructional issues and to provide support when necessary.

Provides consultation services and to maintain ongoing communication with all constituents (other supports, parents, community, and community agencies).

Keeps current with the literature, new research findings and resources. In addition, continuing education courses to maintain BCBA certification are necessary.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Discrete Trial Training (DTT) programming and implementation.

Pivotal Response Treatment (PRT) programming and implementation.

Ability to:

Demonstrate competence in behavior management skill, instructional skills, oral and written communication, organizational skills and interpersonal relations

Work with a variety of students in regard to age, ability, and with minimal direction

Use current technology to fulfill job requirements

Use interpersonal, collaborative and consultation skills with a variety of groups and individuals

Use confidentiality practices regarding student information

Facilitate effective and purposeful professional development presentations and meetings.

Experience and Training

Any combination of experience and training that would provide the required knowledge and abilities is appropriate. A representative way to obtain the required knowledge and abilities would be:

Experience

Successful completion of internship and/or formal training in the analysis of behavior and instructional strategies training related to working with clients who have pervasive developmental disorders and related disorders, their parents, and other agencies.

Training

Master's degree in Special Education or related human services field

Certified as a BCBA for a minimum of 2 years, maintain certification

Valid Oregon Driver's License

Work Environment

Subject to inside and outside environmental conditions with routine exposure to the weather including seasonal heat and cold. Subject to frequent loud noises in the environment.

Moderate level of contact with district personnel and outside agencies/community.

Physical Requirements

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting, standing, and walking for extended periods of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and materials, and lifting light objects.

Strength: Sedentary/Medium – Exert force to 10-25 lbs. frequently, and up to 10 lbs. constantly or a negligible amount of force frequently to lift, carry, push, pull or move objects. May be required to restrain a student using moderate strength (20-50 pounds push or pull) and MANDT techniques.

Intermittent bending, twisting, squatting kneeling, crawling, climbing stairs, reaching. On feet throughout the day. Work effectively in an environment which can be both physically and emotionally fatiguing.

Work with students who may exhibit aggressive assaultive behavior, as required of specific job assignment.

Minimum Term of Employment:

Dependent on the employee's status and the terms of the current licensed employee collective bargaining agreement, plus five (5) days.

Salary Level:

Placement on the current Salem-Keizer Public Schools licensed employee salary schedule, plus an additional, FTE pro-rated differential compensated at 9.1% of the M+0, Step 4 experience salary.

Evaluation:

Performance of this position will be evaluated according to the District's process for evaluation of licensed personnel.

Salem-Keizer School District is an equal opportunity employer.