

# Registered Behavior Technician Assistant

Dept/Div: Special Education /N/A

FLSA Status: Non-Exempt

## General Definition of Work

Performs human support work implementing, collecting data on, and monitoring the behavior support plans as directed by the Board-Certified Behavior Analyst, providing support using behavior management techniques and intervention strategies to reduce behaviors that interfere with the learning process, and related work as apparent or assigned. Work is performed under the moderate supervision of the Assistant Director/Principal of Special Education.

## Qualification Requirements

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

## Essential Functions

Supports the implementation of Positive Behavior Support Plans through modeling and coaching.

Provides crisis support as needed.

Oversees behavioral data collection including maintenance and/or entry of information into 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.

Actively participates in meetings and trainings for classrooms the Registered Behavior Technician supports (e.g., team meetings, debrief meetings, trainings on student safety plans).

Conducts fidelity checks for interventions.

Completes student observations and student-specific data collection methods as needed under the direction of the Board Certified Behavior Analyst.

Maintains Registered Behavior Technician credential by meeting supervision and documentation requirements, following the code of ethics, and meeting annual renewal requirements.

## Knowledge, Skills and Abilities

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 operating standard database systems; general skill in the use of Safety Apparel (protective sleeves, hats, pads); general skill in accounting software and spreadsheets; 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.

## Education and Experience

High school diploma / GED and moderate experience, or equivalent combination of education and experience.

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## **Physical Requirements**

This work requires the frequent exertion of up to 25 pounds of force and occasional exertion of up to 50 pounds of force; work regularly requires sitting, speaking or hearing, using hands to finger, handle or feel and repetitive motions, frequently requires reaching with hands and arms and occasionally requires standing, walking, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work occasionally requires exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment and exposure to bodily fluids; work is generally in a moderately noisy location (e.g. business office, light traffic).

## **Special Requirements**

Obtain Registered Behavior Technician Certification within 6 months of hire.  
Obtain Professional Crisis Management Certification within 6 months of hire.  
Obtain 40-hour Behavior Technician, Professional Crisis Management, and Nurtured Heart Approach training within 6 months of hire.

Last Revised: 5/9/2023