

## **Registered Behavior Technician Job Description**

### **About Us:**

CCS is a behavioral health company that provides applied behavior analysis therapy to children 2-21 who are on the autism spectrum. Our mission is to create lasting behavior change and improved skills. We pride ourselves in utilizing a respectful and individualized approach in teaching new skills and decreasing maladaptive behaviors.

### **Definition:**

At Creations Clinical Services, LLC, our behavior technicians are professionals who have completed a minimum of a 40-hour intensive training in Applied Behavior Analysis (ABA), have successfully passed a competency assessment administered by a Board Certified Behavior Analyst (BCBA), and received a passing score on the Registered Behavior Technician exam through the Behavior Analyst Certification Board in order to become a Registered Behavior Technician. 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.

**Department:** ABA

**Reports to:** Board Certified Behavior Analyst (BCBA) and/or Owner

**Supervision Over:** None.

**Position Type:** Part time

**Availability:** Flexible

**Location:** Prince George's and Montgomery County, Maryland

### **Minimum Qualifications:**

#### Education, Training, and Experience:

- Must be at least 18 years of age
- Possess a minimum of a High School Diploma in psychology, special education, or related field; Additional certification as a special education teacher, school social worker, or school psychologist in the state of Maryland is preferred.
- A minimum of 1 years 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 maintain 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, and drug testing
- 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 (e.g., ABAdesk)
- 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 BCBA 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
  - First Aid/CPR/AED
  - HIPAA/HITECH/FERPA Training
  - Use of data collection and portfolio apps, such as ABAdesk
  - A 40-hour training by our agency on Applied Behavior Analysis that is based upon the Behavior Analyst Certification Board's Registered Behavioral Technician Task List,

successfully complete the Registered Behavioral Technician Competency Assessment, and pass the RBT examination to become a Registered Behavior Technician (RBT).

**Salary/Hourly Rate: \$20-28/hr;** Commensurate with experience.

**Benefits:** Health/Dental/Vision available after 90 days and completing specified number of hours and tuition discount.

*Creations Clinical 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, Creations Clinical 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.*

**Updated:** 09/01/2019