**Behavior Technician Job Description**

**Position Qualifications:**
- High School Diploma; Bachelor's Degree Preferred
- RBT Current or Beginning RBT coursework with CCA guidance (must be complete within 6 months)
- At least one year experience in a related field such as education psychology preferred

**Organizational Relationship:** Reports to Behavior Coordinator

**Supervisory Roles:** None

**Position Responsibilities:**
- Respectful and age-appropriate interactions and intervention with students/clients
- Day-to-day parent communication
- Material development for IEP goals and student programing in collaboration with IS/BCBA
- Keeps instructional areas safe, clean, and organized as assigned
- Monitor and assist students/clients with daily living skills as needed including but not limited to: feeding, toileting and basic hygiene (i.e., changing soiled clothes and diapers/pull-ups as well as wiping).
- Must be willing and able to implement Safe Crisis Management (SCM) which utilizes quick body movements and includes physical holds and transport support (training program provided following hire).
- Data sheets are printed, updated, and available the day before use is needed (including behavior scatter plots, daily/weekly data, manding data, etc.)
- Appropriate data systems are being followed (including acquisition levels, prompt fading at an appropriate pace, generalization)
- Billing sheets are filled out and turned in each week (for insurance only)
- Daily treatment notes are filled out accurately and submitted in ACE (for insurance only)
- Completes behavior and academic graphing as indicated by the IS/BCBA
- Follows Behavior Plan, IEP goals, and Treatment Plan as intended and trained
- Collaboration with IS/BCBA to complete assessments at least 1x a year
- Professional attire and behavior as outlined in the handbook
- Complete Instructional Aide License as required
- Accepts planned and unplanned responsibility changes due to absences or behavioral needs