

Southwest Educational Development Center  
Position Description – BCBA

**TITLE:** Board Certified Behavior Analyst

**REPORTS TO:** SEDC Executive Director

**WORK YEAR:** 220 Days

**SALARY RANGE:** DOE - \$65,000-\$75,000 with full benefits including health insurance, Utah Retirement System benefits, and paid leave.

### **SUMMARY**

Under the direction of the SEDC Director, conducts Functional Behavior Assessments and plans and provides consultative and direct instructional and behavioral support services to students in the SEDC member LEAs in order to provide positive ways for working successfully with students who have difficulties conforming to acceptable behavior patterns. Actively participates in the development and implementation of programs, policies and practices relative to the management of students' problematic behaviors, including children with autistic spectrum disorder (ASD) and emotional disturbance (ED). The Behavior Analyst also provides in- service and on-site training to staff on implementation of appropriate instructional strategies, behavior management, behavior intervention plans and 504 plans as appropriate.

### **QUALIFICATIONS**

- Must be a Board Certified Behavior Analyst (BCBA®) in the State of Utah.
- Masters degree in applied behavioral sciences, psychology, education or other related fields preferred.
- Minimum of three years experience working with students with Autism and related disorders in school settings.
- Current Utah Drivers License with acceptable driving record.
- Experience working as a behavior specialist in public education classrooms for students with mild to severe Autism and other developmental delays.
- Experience and training in performance of functional behavior assessments and functional analysis assessments, development of behavioral plans, and training and use of emergency behavioral interventions.
- Experience and training in appropriate curriculum, instruction, classroom management and intervention techniques (i.e.; communication training, parent training, TEACCH, positive behavior intervention, and applied behavior analysis [Discrete Trial Training], social skills training, etc)
- Experience in developing and supervising Discrete Trial Training (DTT) programs.
- Knowledge of best practices and laws governing students with disabilities; skill in communicating assessment results both orally and in writing; interpersonal communication, consultation, and group leadership skills necessary to work effectively with students, parents, teachers and administrators
- Skill in public speaking, designing presentations and trainings for small and large groups of school professionals.
- Knowledge of District and state curriculum and data-gathering methodology.
- Knowledge of Special Education laws and procedures
- Ability to compose clear, complete and concise correspondence and reports independently using correct grammar, syntax, punctuation and spelling
- Effective consultation skills
- Effective personal and academic counseling techniques and procedures
- Counseling theory, ethics and associated legal confidentiality requirements
- Behavior modification techniques and strategies
- Ability to make referrals to other community resources, support groups, and social service agencies as appropriate
- Maintain current knowledge of program rules, regulations, requirements, and restrictions
- Effective use of technology and/or related skills

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES (*other related duties may be assigned*):**

The following are typical duties and responsibilities for this positions:

- Develop and/or monitor District procedures to assure compliance with governmental regulations, codes, restrictions and reporting requirements concerning behavioral interventions and emergencies.
- Process referrals and respond to referrals of students for behavior intervention services.
- Conduct Functional Analysis Assessments and collaborate with site staff in the development of Positive Behavior Intervention Plan (PBIP).
- Works with special education staff in developing data collection systems, monitoring data collection and analyzing data to ensure the effectiveness of interventions and instructional strategies.
- Develop and/or conduct behavior training for staff and parents in areas of expertise including development and implementation of effective behavior interventions including training specific to individual students, nonviolent crisis intervention and behavior case management.
- Provides technical support and training in applied behavior analysis, including discrete trial training, establishing classroom schedules, overall classroom management, and the implementation of specific instructional and behavioral strategies in the student's natural environment.
- Assist in the development and implementation of effective programs for children with autism and serious disturbances of behavior.
- Consult with school staff(s) and parents/guardians on matters related to behavior.
- Participates in the IEP process as a member of the IEP team by presenting oral and written information.
- Ability to provide direction to others and to make independent judgments.
- Ability to keep and maintain accurate records and to meet deadlines.
- Participate in the development of and in ongoing relationships with other agencies serving students with disabilities.
- Prepare a variety of professionally written documents and reports in a timely manner
- Participates in professional growth activities such as conferences, classes, staff meetings and program visitations.

For more information or to submit an application visit [www.sedck12.org](http://www.sedck12.org) or contact Joe B. Wright, Executive Director- SEDC [joeb@sedck12.org](mailto:joeb@sedck12.org) 435-586-2865