

WINDWARD SYNERGY CENTER
JOB DESCRIPTION

Job Classification: **Registered Behavior Technician (RBT)**
Reports to: **Behavior Analyst Supervisor and Clinical Director**
FLSA Status: **Employee**

Job Summary:

The RBT has responsibility for direct support and supervision of assigned individuals and for the implementation of all pertinent service plans and behavioral plans. The Behavioral Technician will provide the following to assigned individuals: developmental skills training and implementation of all treatment and behavior plans as written. The Behavioral Technician will work closely with the Behavior Analyst Supervisor and families to meet the needs of assigned individuals.

Supervision:

The RBT will coordinate with assigned Behavior Analyst Supervisor for each assigned case to meet the minimum supervision criteria of 5% of all direct service hours to no more than 20% of direct hours with Owner approval and review. The minimum number of supervision sessions per month is twice monthly. Supervision may occur directly in person or via live video conferencing that is determined to be HIPPA compliant.

Essential Functions and Skills:

1. Assist in implementing treatments plans and collecting daily data on progress towards mastery criteria.
2. Provide ongoing support, through personal care, guidance and role modeling for individuals.
3. Collaborates with Behavior Analyst Supervisor to provide developmental skills teaching including; support in self-care, receptive and expressive communication, social skill development, self-direction, job readiness skills, activities of daily living, hygiene, grooming and first aid.
4. Collaborates with Behavior Analyst Supervisor to create and implement a comprehensive behavioral assessment and treatment plan for all assigned individuals.
5. Complete all documentation as identified by funding sources
6. Initiate a proactive approach towards supporting continued progress with individuals.
7. Participate in planning and implementation of daily activity schedule and daily routines.
8. Maintains all records in accordance with established guidelines and agreed upon timelines.
9. Ensure that individuals we support are treated with dignity and respect.
10. Attends and actively participates in supervision and team meetings.
11. Attend trainings as assigned; maintain necessary certifications (BLS, CPI, First Aid)
12. Perform all duties in accordance with the agency's policies and procedures.

Please note: The essential functions listed in this section are not limited only to the task listed and may include other duties as assigned.

Qualification/Education/Experience:

1. Associates degree or above with at least 48 college credits in psychology or related field with at least two years of experience working with individuals on the autism spectrum or related developmental disorders
2. Formal ABA training and/or completion of Windward Synergy Center ABA/autism specific training certificate within 45 days of hire. Must complete 40 hours of training before being assigned first case.

Job Classification:

Behavior Technician (continued)

3. Current status as a Registered Behavior Technician (RBT) and listed on the registry at BACB.com
4. Employee responsible for maintaining and completing the annual RBT requirements as outlined at BACB.com
5. Ability to interpret and follow behavior plans for individuals on the autism spectrum
6. Must be able to perform each essential duty satisfactorily
7. Demonstrate strong oral and written skills (English proficiency) with individuals, families, funding sources, consultants, the community at large, program and administrative team.
8. Demonstrate an ability to work as a team and perform job duties with minimal supervisory intervention.
9. Must hold a valid drivers' license. Must have access to an operational and insured vehicle and be able to provide a clean driver's abstract.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

General requirements:

1. Full upper extremity range of motion
2. Full lower extremity range of motion
3. Must be able to lift 50 pounds

***Continuous:** Communicating
***Frequent:** Standing, sitting, walking, and lifting
***Occasional:** Reaching with hands and arms, stooping and crouching