

**Middletown Township Board of Education  
Middletown, New Jersey 07748**

**JOB DESCRIPTION**

<b>Title:</b>	Board Certified Behavior Analyst (BCBA)
<b>Qualifications:</b>	<p>BCBA certification, including maintaining registration and renewal with Behavior Analyst Certification Board (BACB) required</p> <p>NJ Instructional or Educational Services certification required</p> <p>CPI trained or willingness to train</p> <p>Commitment to ongoing training and development as it relates to clinical skills, ethics, technology, and training in order to fulfill professional role</p> <p>Knowledge of autism, behavioral disabilities, and developmental disabilities Ability to establish a supportive and compassionate relationship with students with special needs</p> <p>Effective skills of problem solving, communications, organization, documentation, and interpersonal relations</p> <p>Required criminal history background check and proof of U.S. citizenship or legal resident alien status</p>
<b>Reports To:</b>	District Director of Special Education/Director of Special Education Building Administrators
<b>Job Goals:</b>	Coordinate and provide behavior analysis services and behavior management plans for students with developmental disabilities and behavioral challenges; provide school staff with training in appropriate behavior intervention techniques and classroom management, supervise the work of RBTs, and support paraprofessionals.
<b>Performance Responsibilities:</b>	<p>Work with school and district leaders, case managers, teachers, and related services providers to:</p> <ol style="list-style-type: none"><li>1. Conduct Functional Behavior Assessments (FBA) and design/implement Behavior Intervention Plans (BIP) for students with developmental disabilities and behavioral challenges.</li><li>2. Plan and oversee the development and implementation of programs and best practices using the principles of Applied Behavior Analysis (ABA) for students with developmental disabilities and behavioral challenges.</li></ol>

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3. Provide district RBTs with required supervision as specified by the BACB.
4. Oversee and assist with coordination of paraprofessional responsibilities.
5. Assist with development of effective classroom management strategies.
6. Consult with school personnel, parents, and representatives of community services or agencies, as needed, on student behavioral issues.
7. Provide training to targeted staff on various topics, such as data collection methods, behavior management strategies, etc.
8. Maintain written reports and records on interventions as needed.
9. Communicate with case managers regarding students' programming and progress.
10. Perform any additional duties within the scope of his/her employment and certification as assigned by the Superintendent of Schools or designee.

**Terms of  
Employment:**

Ten-month year  
Salary and benefits per MTEA agreement

**Evaluation:**

Performance of this job will be evaluated annually in accordance with the provisions of the Board's policy and State statute

**Approved By:**

Board of Education

**Date:**

05/31/2022