



SAN MATEO UNION HIGH SCHOOL DISTRICT
CERTIFICATED JOB DESCRIPTION

JOB TITLE: Registered Behavior Technician (RBT)

REPORTS TO: District Behavior Manager

SITE: Various

CLASSIFICATION: Classified

WORK YEAR: N/A

SALARY: \$5,000 Stipend

APPROVED BY THE BOARD OF TRUSTEES:

EFFECTIVE DATE:

JOB ESSENTIAL FUNCTIONS:

1. Engage in data collection, based upon principles of Applied Behavior Analysis (ABA), to support implementation of student IEPs
2. Complete supervision requirements to maintain RBT Certification
3. Collaborate with Ed Specialists and District Behavior Team as relates to student behavior, data and other IEP-needs.

Employment Standards:

- Incumbent(s) must be able to perform essential functions above with or without reasonable accommodation.
- Incumbent(s) must maintain a positive, helpful, constructive attitude and working relationship with the department supervisor and departmental employees, other District employees, the Board of Education, students, parents and the general public.

QUALIFICATIONS:

Education/Training Experience

- Employee must be currently employed by the SMUHSD in an IA-1, IA-2 or BIA job classification
- Employee must have taken and passed the RBT certification exam
- IA must maintain RBT Certification by:
 - Attending monthly supervision meetings with District Behavior team
 - Engage in data-collection and collaboration with other service providers and education specialists based upon the principles of Applied Behavior Analysis in their regular, daily work.

ABILITY TO:

- Work effectively with high school students of differing abilities and backgrounds.
- Establish and maintain effective working relations with program and school personnel.
- Physically perform job tasks.
- Follow directions and function within school policies and procedures.
- Observe health and safety regulations.
- Meet District standard of professional attitude as outlined in Board Policies 4119.21, 4219.21, & 4319.21.

OTHER REQUIREMENTS:

- Department of Justice fingerprint clearance.
- Evidence of Tuberculosis clearance.
- The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbents of the position. Incumbents may be required to perform other job-related tasks other than those specifically presented in the description.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the above-stated essential functions.
- SMUHSD is an equal opportunity employer in compliance with the Americans with Disabilities Act and all other applicable federal, state and local laws.

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[SMUHSD Diverse Workplace Profile](#)

SMUHSD Equity Vision

Vision: All students will learn in a safe, inclusive, and equitable environment that validates, respects, and honors their unique backgrounds, interests, and identities.

Mission: We will continually identify, disrupt, and eliminate institutional biases and barriers to ensure that all students have the skills and knowledge to thrive physically, emotionally, and academically.

Equal Opportunity Employer Statement

San Mateo Union High School District is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind San Mateo Union High School District School Psychologist – Certificated Job Description (continued) based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. SMUHSD makes hiring decisions based solely on qualifications, merit, and business needs at the time.

For more information, read through our [Nondiscrimination in Employment policy](#).

- [Equity Flyer](#)
- [BP0415.1 Racial Equity](#)
- [AR0415.1 Racial Equity](#)

DISASTER SERVICE WORKERS:

All San Mateo Union High School District employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the District requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned and to return to work as ordered in the event of an emergency.