Registered Behavior Technician (ESP) or Applied Behavioral Analyst (ESP)

Policy Information
Series Job Description - Job Descriptions

RBT or ABA (ESP)
Policy # ____

BOURNE PUBLIC SCHOOLS

REGISTERED BEHAVIOR TECHNICIAN (RBT) - (ESP) or APPLIED BEHAVIOR ANALYST (ABA) - (ESP)

JOB DESCRIPTION

Reports to:	Special Education administrator or designee, Building Principal and supervising BCBA.
Job Goal:	To provide direct implementation of behavior-analytic services to identified students and classroom support to teachers/staff and students in a safe and supportive educational environment
Supervises:	N/A

Responsibilities:

1. Collects and maintains data about the performance and behavior of individual students and confers with the BCBA and special and general education teachers about student progress and performance.
2. Implements behavior-analytic tasks as outlined by the supervising BCBA.
3. Assists the classroom/specialist teacher as needed.
4. Work on educational tasks with one or more students as designated by the teacher/BCBA.
5. Assists in the supervision of students during instructional activities and transitional periods.
6. Maintains confidentiality of student records and respects the confidential nature of the classroom and will refer to the classroom teacher if a problem arises.

7. Accepts work assignments with any student(s) in the classroom as designated by Administrator or BCBA.
8. Assists the teacher/staff in the setting and maintaining reasonable standards of behavior and performance.
9. Escorts children to and from transportation in a safe and responsible manner as directed by the supervising teacher/staff.
10. Assists the supervising teacher/staff in collecting data on student performance, goals and behavior.
11. Reports all student accidents and/or incidents to the supervising teacher/staff immediately or/ as soon as possible.
12. Completion of mandated reporting for behavioral incidents (time-outs, restraints, etc.)
13. Follows individual student safety plans, IEP's, 504's, health care plans, attend TEAM meetings when requested, etc.
14. Works with students in a variety of school/classroom settings (small group, classroom, recess, lunch, transitions, field trips, assemblies, specialists, etc.)
15. Ability to work independently and make good judgments "in the moment."
16. Participates in regular professional development offered both in and out of the district as requested. (full-time ESPs)
17. Exposure to aggression and/or bodily fluids is an expected outcome of this position.
18. Will assist students with activities of daily living as needed (feeding, toileting, etc.).
19. Will serve as a Trainer for de escalation, crisis prevention and intervention and facilitate professional development sessions as needed for staff to remain compliant with requirements.
20. Performs such other duties or tasks and assumes such other responsibilities as maybe designated or assigned by immediate supervisors.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

Qualifications:

1. Completion of an approved RBT/ABA program
2. Active Certificate from Behavior Analyst Certification Board.
3. Proven ability to work with children with a variety of abilities in a polite and friendly manner and relate to a variety of constituencies, including but not limited to: administrators, parents, teachers, students, other school staff and visitors.
4. Possess strong verbal and written communication skills.
5. Demonstrated aptitude or competence for assigned responsibilities.
6. Must be trained/trainable in and maintain a non-violent crisis intervention model.

7. A proven ability to work in a polite and friendly manner with all staff member, students, and with the larger educational community.
8. Such alternative to the above qualifications as the school department may find appropriate and acceptable.

Adoption Date: 5/7/2025