



Excellence for all.

Job Title: Registered Behavior Technician

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

Basic Function:

Under the direction of the Director of Special Education, BCBA and/or assigned designee, perform a variety of duties related to supporting students with extensive behavior support needs. The Registered Behavior Technician works under the supervision of the Board-Certified Behavior Analyst to collect data and carry out treatment protocols; assist teachers and support staff with the implementation of Behavior Intervention Plans and related accommodations.

Distinguishing Characteristics:

This position requires professional certification to implement applied behavior analysis plans. Potential career pathways would require additional education and licensure to become a Board-Certified Behavior Analyst.

Representative Duties:

Essential Functions:

- Maintain District standards of excellent customer service and professional behavior in various and sometimes challenging situations.
- Access and monitor District email daily to receive important updates from school and District administration.
- Participate in staff development and in-service training programs as assigned.
- Complete daily acquisition skills, maintenance, and mastered skills as directed by BCBA
- Collect, record, and summarize data on observable student behavior; document interventions, report progress on goals, and record session notes; collect data for behavior assessments and any additional programming as directed by a credentialed teacher, supervisor or BCBA.
- Assist with staff training and implementation of behavior plans, behavior-related accommodations and IEP goals, data collection procedures, and preparation of related materials
- Provide recommendations and modeling of Tier 1 and Tier 2 behavioral strategies to classroom teachers/staff, school sites and student support teams.
- Work with multiple students of varying ages and abilities across a variety of educational settings at multiple sites throughout the school year, as directed by immediate supervisor.
- Assist students with physical, medical, and/or personal hygiene needs, including but not limited to: monitoring of medical conditions, lifting, dressing, feeding, and toileting/diapering
- Immediately report any incidents or behavior intervention challenges to RBT supervisor
- Attend regular department meetings with RBT supervisors and/or other RBTs, and engage in the planning, material preparation, and presentation of professional development opportunities for district staff.
- Abide by the ethical guidelines outlined by the Behavior Analyst Certification Board.
- Maintain RBT certification, including annual renewal and registration.

Other Duties:

- Perform related duties as assigned.
- May be assigned out of class work as prescribed by Merit Rules and Regulations.

Knowledge and Abilities:

Knowledge of:

- District standards of excellent customer service, interpersonal skills using tact, patience, and courtesy.
- Child guidance principles and practices, especially as they relate to children with learning disabilities.
- Principles and practices surrounding Applied Behavior Analysis and other behavior-based modalities and support plans.
- Appropriate techniques for the physical management of special education students.
- Data collection methodologies, record-keeping techniques and data privacy requirements.

- Modern office practices, procedures and equipment, including operation of a computer, applicable software and data entry techniques.
- Strategies for working with children with specific special needs, behavior modification techniques, and methods to motivate students.

Ability to:

- Understand and follow oral and written directions.
- Establish and maintain effective and cooperative working relationships with others.
- Communicate respectfully and effectively with students, staff, and the public.
- Learn and incorporate new skills, techniques and/or industry trends.
- Learn proper ergonomic procedures for student physical support and care.
- Maintain confidentiality of privileged and sensitive information.
- Assist in administering basic first aid.
- Maintain regular and consistent attendance.
- Reinforce direction to individual or small groups of special education students with severe behaviors as directed.

Education/Experience: Any combination equivalent to sufficient experience, training and/or education to demonstrate the knowledge and abilities listed above and successful completion of the Merit examination process is required. Typically, this would be gained through AA degree or higher and experience in an educational or clinical setting with individuals exhibiting challenging behaviors, mental, social, emotional or developmental disorders.

Licenses and other requirements: Registered Behavior Technician (RBT) certification. First aid and CPR training may be required prior to completion of probationary period. A valid California Driver License and proof of automobile insurance.

WORKING CONDITIONS:

Environment: Indoor/outdoor, classroom and general school campus environment

Physical Demands: Dexterity of hands and fingers to operate standard office and classroom equipment. Sitting or standing for extended periods of time. Lifting, bending at the waist, kneeling, or crouching to assist students. Seeing to read a variety of materials and monitor student activities. Hearing and speaking to exchange information. Reaching overhead, above the shoulders and horizontally. NCPI trained staff responsible for restraining children as needed to prevent them from harming themselves or others.

Hazards: Potential exposure to dissatisfied or abusive students with physically aggressive behaviors.

Emergency Conditions: Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.

Personnel Commission approved: 10/25/2023

Salary Range: 128