

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Educational Behavior Analyst

DEPARTMENT/DIVISION: Special Education

POSITION SUMMARY:

Under the direction of the Director of Special Education or his/her designee, the Behavior Analyst provides direct services and consultation to students, staff, and families to support appropriate behavior intervention techniques. This role is essential in promoting positive behavioral outcomes for students in both general and special education settings.

ESSENTIAL FUNCTIONS:

1. Evaluate, supervise, and direct classified personnel
2. Conduct functional behavioral assessments (FBAs) and analyses for individual students.
3. Develop and implement behavior management plans tailored to student needs.
4. Provide professional development, technical assistance and resources to administrators, educators, paraprofessionals, and families in areas including but not limited to: Applied Behavior Analysis (ABA), data collection, positive behavior supports, emergency (crisis) behavior support techniques, de-escalation strategies, Discrete Trial Training (DTT), and other evidence-based behavioral methodologies
5. Respond to crisis situations and manage assaultive behaviors using district approved nonviolent intervention strategies.
6. Collect and analyze behavioral data; prepare reports documenting assessments and progress.
7. Conduct home visits and site visits to provide direct treatment, consultation, and collaboration with families and school teams.
8. Participate in the development and implementation of district-wide programs and policies related to behavior support and social skills instruction.
9. Review behavior emergency reports (BERs) and Special Incident Reports (SIRs), debrief incidents with staff and provide training or other corrective feedback to ensure student and staff safety in time sensitive situations.
10. Maintains regular and prompt attendance in the workplace.
11. Perform other duties as assigned.

EDUCATION AND EXPERIENCE:

Master's degree in Human Services, Psychology, education, social work, or a related field from an accredited institution required. Must possess current Board Certified Behavior Analyst (BCBA) certification. Current Nonviolent Crisis Intervention (CPI) certification, or willingness to obtain within 6 months of hire. Two years of increasingly responsible experience working with educational agencies, school districts, colleges, and/or the community. Experience designing and evaluating programs and conducting functional behavior assessments (FBAs) for students with Autism, emotional disabilities, or other qualifying conditions. Valid California Driver's License required. Possess proof of liability insurance coverage in the minimum amount required by Tracy USD. Must furnish own transportation as required to fulfill job duties.

SKILLS AND QUALIFICATIONS:

1. Possess leadership skills in planning, setting agendas, and coordinating/conducting meetings/trainings
2. Expertise in ABA, DTT, behavior modification, and behavior therapy.
3. Ability to establish rapport and collaborate effectively with students, staff, and families.
4. Strong communication skills (oral and written).
5. Proficiency in data collection, analysis, and reporting.
6. Familiarity with California Education Code and IDEA compliance.
7. Capacity to work independently and as part of a multidisciplinary team.
8. Proficiency with technology for data collection and program implementation
9. Familiarity with ABLLS-R and VB-MAPP

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Demonstrate and participate in crisis behavior intervention techniques
2. Sit and stand for extended periods of time.
3. Enter data into a computer terminal/typewriter, operate standard office equipment, and use the telephone.
4. Hear and understand speech at normal levels and on the telephone.
5. See and read the computer screen and printed matter with or without vision aids.
6. Speak so that others may understand at normal levels to small or large groups, and on the telephone.
7. Stand, walk, and bend over, reach overhead, grasp, push, pull and move.
8. Lift and carry up to 50 pounds at shoulder height for short distances.

WORK ENVIRONMENT:

Employees in this position will be required to work indoors and/or outdoors in an educational and standard environment, and/or make home visitations. Employees may come in direct contact with students, parents, Tracy USD and school district staff, outside agency staff, and the public.

SALARY PLACEMENT: LME Range 40

DAYS OF SERVICE: 215

ADOPTED: 03/24/2026