

MID-OHIO EDUCATIONAL SERVICE CENTER

JOB DESCRIPTION

Title:	Registered Behavior Technician (RBT)
Reports To:	Director of Student Services
Employment Status:	As Determined by the Director of Student Services
Days:	As Determined by the Director of Student Services
MOESC Salary Schedule:	RBT
FLSA:	Non-Exempt

QUALIFICATIONS

- Minimum high-school degree or equivalent
- Must pass background check
- Valid driver's license required
- Minimum 6 months of ABA experience preferred
- RBT certification

GENERAL DESCRIPTION

As a Registered Behavior Technician (RBT) you'll be responsible for providing skills instruction and behavior reduction protocols based upon the principles of Applied Behavior Analysis to children with autism, serious emotional disabilities, and other developmental disabilities in the school setting, under the direction of a BCBA (Board Certified Behavior Analyst). The Registered Behavioral Technician (RBT) will collect data on programs, assist with staff trainings, and assist with assessments as needed.

ESSENTIAL FUNCTIONS / SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Provide direct student instruction, and assist staff with implementation, in one-on-one and group settings utilizing a combination of intensive teaching and natural environment teaching arrangements.
- Follow prescribed behavior skills acquisition and behavior change protocols. Assist with preparing materials, as necessary.

- Collect, record, and summarize data on observable student behavior. Assist with skill acquisition and behavioral assessments. Collect data on all programming.
- Document interventions, progress data, session notes.
- Assist with staff training of student's individualized treatment and behavior change protocols, through direct teaching, modeling, and fidelity checks.
- Immediately report to BCBA any student incidents/variances or complaints.
- Communicate with staff regarding student progress as instructed by the BCBA. Collaborate with school teams and attend IEP meetings as necessary.
- Participate in in-service programs and present in-service programs as assigned. Ability to maintain confidentiality and adhere to HIPPA laws.
- Ability to abide by code of ethics as indicated by the Behavior Analyst Certification Board.
- Commitment to ongoing training and development as it relates to clinical skills, professional development, ethics, and technology, and training in order to perform job responsibilities to required standards.
- Perform other duties as assigned.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Critical thinking, problem-solving and decision-making skills
- Ability to diffuse and manage volatile and stressful situations
- Ability to accept constructive feedback and develop knowledge and skill sets accordingly
- Ability to maintain honesty and integrity in all aspects of the job
- Ability to develop and maintain professional relationships with students, co-workers, supervisors, and community members
- Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence
- Ability to promote and follow Board of Education policies, Superintendent policies, and building and department procedures
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator

PERSONAL QUALITIES

- Possesses a high level of professional and ethical standards
- Acknowledges personal accountability for decisions and conduct
- Demonstrates professionalism and contributes to a positive work environment
- Effectively uses active listening, observation, reading, verbal, nonverbal, and writing skills
- Ability to manage multiple tasks and priorities with frequent interruptions
- Uses diplomacy and exercises self-control when dealing with other individuals

- Wears work attire appropriate for the position
- Accepts responsibility
- Exhibits a positive outlook
- Takes initiative
- Exhibits a service mentality and is responsive to internal and external client requests for service
- Good Communication skills, both verbal and written

WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Occasional exposure to blood and bodily fluids
- Occasional interaction among unruly students/adults, including the need to intervene physically in crisis prevention
- Physical abilities include standing, walking, sitting for extended periods, operating a computer, talking/hearing, near and far visual acuity/depth perception/color vision/field of vision required and occasionally to reach with hands and arms

PHYSICAL DEMANDS

- Work requires definite skilled and accurate physical operations requiring some closely coordinated performance
- Work requires handling average weight materials or equipment, but not for sustained periods
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- This job is performed in a generally clean and healthy environment. Travel among schools and districts is required
- Shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout employment at Mid-Ohio ESC

EVALUATION

Performance of this job will be evaluated by the Director of Student Services according to Mid-Ohio ESC board policy.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of all responsibilities, duties, and skills required for the position. Additional duties are performed by the individuals currently holding

this position and additional duties may be assigned by the supervisor, appointing authority or designee.

Employee Signature

Date Received

The Mid-Ohio Educational Service Center is an equal opportunity employer.