

Arlington School District No. 16
Job Description

JOB TITLE: Certified/Registered Behavior Technician (CBT/RBT)

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| CLASSIFICATION: | Classified |
| LOCATION: | District |
| REPORTS TO: | Director of Special Programs |
| HOURS: | 6.5 hours/day 180 days/year |
| SALARY: | Per PSE Schedule A |

SUMMARY: Under the direction of a behavior specialist or Board Certified Behavior Analyst (BCBA), perform skilled, confidential support and assistance to the classroom teacher and IEP team as required with students who demonstrate challenging behaviors.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Assigned to provide instructional support for individual students or groups of students in special programs and/or general education settings. Works under direction of behavior specialist or Board Certified Behavior Analyst (BCBA).
- Provide targeted assistance to support students' Individual Educational Plan (IEP) including implementing the Behavioral Intervention Plan (BIP) or specific instructional and/or reinforcement strategies.
- Assist teacher(s) with the daily supervision of students for the purpose of maintaining and providing a safe and positive learning environment.
- Collect student behavior data as directed by the teacher or BCBA.
- Under the direction of the teacher or BCBA, may administer student tests, collect and maintain diagnostic and test data, update student records, and assess student progress.
- Assist teacher(s) with monitoring and managing student behavior and progress; share observations with teacher(s) and other professional staff.
- Assist teacher(s) with implementation of various strategies to address diverse student needs and support educational behavior goals.
- Provide assistance with behavioral intervention and de-escalation.
- Provide assistance with restraint when deemed necessary and as informed by Emergency Response Protocols (ERP).
- Attend de-escalation training as directed and maintain current de-escalation certification.
- Attend regular CBT/RBT support meetings for further training, and other additional trainings as directed by the principal or BCBA.
- Other duties as assigned

EDUCATION and/or EXPERIENCE:

AA degree or higher, or two years of college (72 quarter credits), and/or Para Pro Assessment developed by the Educational Testing Service (ETS).

BA in human services-related degree program preferred.

Previous successful experience in education, social work, or other related occupation preferred.

Previous experience working with children and young adults with special needs ages 3-21.

CERTIFICATES, LICENSES, REGISTRATIONS:

Current Certified Behavior Technician (obtained through the state of Washington) or Registered Behavior Technician (obtained through the Behavior Analyst Certification Board) certificate OR willingness to complete all necessary steps to obtain CBT certification (e.g., 40-hour training, passing a skills assessment, etc.) as outlined by the WA state Department of Health, within 90 days of employment.

Current Crisis Prevention Intervention (CPI) or equivalent de-escalation training certificate, OR willingness to complete this training as directed.

First Aid card and CPR training is required.

Valid Washington State driver's license.

LANGUAGE SKILLS:

Ability to read, analyze, interpret, and follow directions in the English language. Ability to effectively present information and respond to questions from administrators and staff.

MATHEMATICAL SKILLS:

Ability to calculate figures and amounts, such as discounts, proportions, percentages and totals and to apply concepts of basic mathematics using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete and abstract variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

OTHER SKILLS AND ABILITIES:

- Desire and aptitude to work with children and/or young adults with special needs including emotional/behavioral disabilities and/or autism spectrum disorders.
- Must be able to function in a calm, kind, efficient, courteous manner under stress and to exercise careful judgment, confidentiality, and tact in the performance of duties.
- Ability to see the good in all students, forgive student behavior, reinforce appropriate behaviors that follow inappropriate ones, and work with students without taking personal offense if/when students refuse requests or say inappropriate things.
- Ability to maintain strict confidentiality of student information at all times, including on site, interdepartmentally, between buildings, and within the community.
- Ability to develop effective working relationships with students, staff and the school community.
- Excellent interpersonal and communication skills, including the ability to communicate clearly and concisely, both orally and in writing.
- Ability to collect and record student behavioral data as directed.
- Ability to take direction in a professional manner and follow through.
- Ability to perform duties with awareness of all district requirements and Board of Education policies.
- Knowledge and skills of computer applications used to assist with student learning or data collection.
- Ability to work both independently and cooperatively in a team situation.
- Ability to exercise sensitivity in dealing with individuals of diverse socio-economic backgrounds, cognitive and physical abilities as well as with individuals of diverse cultural and ethnic backgrounds.
- Ability and willingness to work with a diverse student population in a culturally responsive, trauma-informed manner.
- Organizational skills and flexibility to respond to changing student needs.
- Ability to interact positively and professionally with staff, supervisors and students.

- Demonstrated ability to effectively instruct, model, monitor and support student behavior.
- Ability to maintain consistent presence at assigned work location and fulfill assigned hours. Provide a positive and service-oriented attitude to any and all staff, parent and community member.
- Ability to follow policies, procedures, and protocols.

PHYSICAL DEMANDS: *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.*

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The position may require physically intervening with a student (individually or with another appropriately trained employee) with a Behavior Intervention Plan (BIP), Individual Educational Plan (IEP) and Emergency Response Protocol (ERP) whose behavior is escalating in such a manner as to present an imminent danger of harming self or others.

The employee frequently is required to stand, walk, sit, or talk or hear. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; climb or balance; and stoop, kneel, crouch or crawl. The employee must regularly lift 50 pounds and/or push/pull up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision.

The employee needs to be able to tell where a sound is coming from and hear in a noisy environment.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.

September 2022