

BOARD CERTIFIED BEHAVIOR ANALYST (BCBA)

Job Title:	Board Certified Behavior Analyst
Initial:	July 13, 2017
Revised:	April 9, 2020
Work Year:	182
Office:	Education
Department:	Individualized Education
Reports To:	Director of Community Care
FLSA Status:	Exempt
Pay Range:	SSP Pay Schedule

Related Organization Chart



POSITION SUMMARY: The Board Certified Behavior Analyst (BCBA) works with students, teachers, and school administrators in consultation and direct collaboration to assist with students who struggle with severe behaviors due to emotional or physical disabilities or needs. The BCBA will work with school-based teams to manage behaviors that affect a student’s learning to help provide a comprehensive approach to behavior management. This may include training, evaluation, data collection, interventions, and regular progress monitoring in a consultation model.

ESSENTIAL DUTIES & RESPONSIBILITIES

The following statements of essential functions and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position. Actual duties and responsibilities may vary depending on building assignment and other factors.

- Provides behavioral support to campus teams for both general education and special education populations.
- Develops materials and provides resources to administrators, educators, paraprofessionals, and parents/guardians using Applied Behavior Analysis (ABA) and other evidence-based methodologies related to addressing the needs of students with behavior concerns.
- Collaborates on the development and implementation of programs, policies, and best practices related to instruction using the principals of ABA for students.
- Collaborates with campus teams to conduct and write Functional Behavioral Assessments (FBA) and Intervention Plans for individual students.
- Creates and assists district staff with the development and implementation of behavior plans, intervention strategies, and other appropriate programs for students that present behavioral barriers to learning.
- Consults with staff and models supports for students who exhibit inappropriate behaviors and provides

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- support and professional learning for staff.
 - Provides field supervision for BCBA candidates.
 - Assists students who are transitioning from programs back to their neighborhood school.
 - Interprets and analyzes data collected by campus staff and provides data-driven intervention plans and supports.
 - Travels from site-to-site for the purpose of providing interventions, consultation, training, and participates in collaboration for students and families.
 - Keeps abreast of evolving best practices, trends and emerging theories within the profession.
 - Performs other duties as assigned.

Supervision & Technical Responsibilities: This position does not supervise other employees.

Budget Responsibility: This position does not have any direct budget responsibility.

QUALIFICATIONS

The requirements listed below are representative of the education, experience, knowledge, skills, and/or abilities required for this position:

Education & Training:

- Minimum of MA/MS in special education-related field plus additional coursework required for BCBA certification or credential preferred.
- If not currently CDE licensed, applicants must meet qualifications to receive an adjunct license with CDE.

Experience:

- Three years of experience working as a behavior or autism specialist or related field of special education preferred.

Knowledge Skills & Abilities:

- Demonstrates knowledge of Applied Behavior Analysis (ABA).
- Demonstrates problem solving, resource allocation, prioritization, collaborative decision making, relationship building, and group facilitation.
- Knowledge of child and adolescent development.
- Knowledge of general organization and functions of a public school system.
- Ability to communicate effectively and resolve conflict with students, parents, and community groups.
- Good organization and communication skills.
- Knowledge of data collection and the ability to interpret data.
- Knowledge of research-supported interventions related to academic, social and behavioral concerns.
- Ability to be flexible in order to meet the unique needs of the assignment.

Certificates, Licenses, & Registrations:

- Board Certified Behavior Analyst (BCBA) certification.
- Valid Colorado Adjunct License.
- Criminal background check required for hire.
- Valid Colorado driver's license required for hire.

OTHER WORK FACTORS

The physical demands, work environment factors and mental functions described herein are representative of those
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that must be met by an employee to successfully perform the essential functions of this job.

Physical Demands: While performing the duties of this job, the employee is occasionally required to stand, climb or balance, stoop, kneel, crouch, or crawl, and smell. The employee must regularly lift and/or move up to 25 pounds frequently.

Work Environment: While performing the duties of this job, the employee will work primarily in a usual office or school environment.

Mental Functions: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, coordinate, instruct, evaluate, and use interpersonal skills. Occasionally required to compile, copy, compute and negotiate.

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