



BOARD CERTIFIED ASSISTANT BEHAVIOR ANALYST

SUMMARY/SCOPE/GOAL

Use recognized behavior analysis methods in assessment, implementation, and evaluation of students.

QUALIFICATIONS

EDUCATION AND RELEVANT EXPERIENCE REQUIREMENTS:

REQUIRED:

- Bachelor's Degree required.
- Applicable experiences as a Behavior Technician or similar role required.
- Minimum of one (1) year experience under the supervision of a Board-Certified Behavior Analyst.

PREFERRED/DESIRED:

CERTIFICATIONS/LICENSES/TRAINING:

REQUIRED:

- Certification in Board Certified Assistance Behavior Analysis.
- Valid Florida driver's license.

PREFERRED/DESIRED:

PERFORMANCE RESPONSIBILITIES

ESSENTIAL FUNCTIONS:

The tasks/competencies listed below represent most of the time spent working in this position. Supervisor may assign additional tasks within the scope of this classification as necessary.

1. Perform behavioral assessments which include a functional analysis and assessment of functional skills, and an assessment of potential reinforcers (through records reviews, direct observation, data collection, interviews, and systemic manipulation).
2. Must be able to travel to schools, various educational sites within the District, and students' homes as necessary.
3. Present findings and recommendations to school and District personnel and to parents/guardians.
4. Develop, implement, coordinate, monitor, document, evaluate, and review behavioral programming as warranted.
5. Trains in program implementation, data collection, and monitoring implementation as warranted.
6. Provide crisis intervention, as necessary.
7. Serve as a member of Individual Problems Solving Teams as needed.
8. Consults with, and secures approval from, Behavior Analyst for procedures involving the use of contingent aversive consequences.
9. Attends District and school staff meetings and trainings as required.
10. Attends and participates in committees as assigned.
11. Conducts staff development activities and training as defined by the District.
12. Work under the mentorship of a Board-Certified Behavior Analyst as required by industry standards.
13. Maintain professional (Board Certified Behavior Analyst) certification.

OTHER DUTIES:

Performs other duties as assigned commensurate with the skills and abilities of the position. Provides outstanding customer service and uses positive interpersonal communications skills. Makes all decisions and

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performs all tasks in accordance with Brevard Public Schools' strategic plan, vision, and mission. Ensures compliance with Board Policies, procedures, and applicable federal and state laws and regulations.

KNOWLEDGE, SKILLS, AND ABILITIES/TRAINING AND EQUIPMENT USAGE

JOB RELATED:

Ability to instruct and monitor classroom teachers, assistance, and pertinent school personnel in the implementation of behavior plans, which may include strategies and techniques in applied behavior analysis. Ability to interact professionally with parents, school, and District personnel, and with other pertinent professionals. Ability to keep abreast of behavioral literature, practices, and regulations. Ability to understand and follow current guidelines regulating the implementation of behavior programming. Ability to demonstrate proficiency in oral and written presentation.

GENERAL:

Knowledge and use of time management and organizational systems. Skill in meeting and exceeding customer/stakeholder expectations within the precincts of policy, procedure, and sound judgement. Skill in active listening and social perceptiveness. Ability to communicate effectively orally and in writing. Ability to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems. Ability to sustain focus and attention to detail for extended periods of time.

EQUIPMENT:

May use smart boards, tablets, Bunsen burners, chemical lab hoods, other classroom lab equipment, gym equipment, etc. that may be grade and subject specific. May use scales and/or equipment for the purposes of aptitude, skills, and/or behavioral diagnostics for the purposes of evaluating student performance within the prescribed parameters of their specific position.

Use office machines such as large volume copiers, printers, or calculators. Use computers for email, word processing, intra/internet, data entry, spreadsheets, service ticket responses, presentations, or custom applications.

PHYSICAL DEMANDS/WORK ENVIRONMENT

PHYSICAL REQUIREMENTS:

(H) HEAVY WORK

Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

POTENTIAL ENVIRONMENTAL CONDITIONS/HAZARDS:

Potential for exposure to bodily fluids and/or potential for violence/physical altercations.

Indoor office environment most often with Indoor/Outdoor movement between pods/locations frequently. Intermittent noise and activity level. Requires Sitting, Standing, Walking, Bending, Stooping, Kneeling, Finger Dexterity, Talking, Hearing, and Visual Acuity frequently.

TRAVEL:

Travel between sites often. Travel out of county occasionally.

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FOR HR USE ONLY:

DIVISION:	Student Services	DEPARTMENT:	Student Services
TITLE CODE:	C2103	CONTENT BY:	Director, Exceptional Student Education
GRADE:	13	COMPENSATION:	Human Resources
UNIT:	NB (Exempt)	LABOR RELATIONS:	Director Professional Standards and Labor Relations
LAST BOARD APVD:	4/14/15	CLASSIFICATION:	Assistant Superintendent Human Resources Services
SCHEDULE:	8 Hrs. – 11 Mo.		

REV:	DATE:	REVISION CONTROL:	INITIATED BY:
1.0	6/20/00	Developed	Director, Exceptional Student Education
1.1	6/5/01	Revised	
1.2	4/8/15	Revised	
2.0	12/1/20	Revised: New Format	Human Resources
2.1	11/16/2021	Updated physical requirements to ADA format, add schedule	Ellie Kelly – Human Resources
2.2	3/12/24	Reinstate job description – no edits required	Dr. David O'Brien – Asst Dir Student Svcs. Program Support

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Brevard Public Schools (BPS) is an equal opportunity/affirmative action employer committed to achieving excellence and strength through diversity. BPS seeks a wide range of applicants for its positions so that one of our core values, a qualified and diverse workforce, will be affirmed. Americans with Disabilities Act (ADA) compliance requires BPS to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.