

Auburn-Washburn USD #437 Job Description

TITLE: Behavior Technician (BT)

QUALIFICATIONS:

- A high school diploma and be at least 18 years of age
- Willingness to enroll and complete a self-paced online RBT certification sponsored by USD 437.
- Completion of all training requirements outlined in the New Employee Checklist (provided by district) and BT training checklist
- Strong verbal and written communication, time management and organizational skills, problem-solving
- Preference for previous experience working with students with Autism and/or developmental disabilities
- Preference for a lifelong learner willing to learn about Applied Behavior Analysis (ABA) therapy to support our students to progress in their navigation of the community and academic setting.

REPORTS TO: Assigned Teacher and Building Principal

SUMMARY: A Behavior Technician (BT) practices under the close, ongoing supervision of their case manager and a Board Certified Behavior Analyst (BCBA). -BT's will also have the opportunity to receive self-paced online training, at no cost to them, to become nationally credentialed as a Registered Behavior Technician (RBT). An RBT credential signifies a higher level of service.

ESSENTIAL FUNCTIONS:

- Direct implementation of behavior intervention plans with fidelity and a level of professionalism that includes an expectation for observation, data collection, and unique understanding of the students they are supporting. (under BCBA and classroom teacher direction)
- Learn and receive training to aid in following prescribed behavioral skill acquisition and behavior reduction protocols
- Learn and Utilize software to collect, record, graph, and summarize data on observable student behavior; (including daily notes) in a timely fashion
- Partner with classroom teacher and BCBA to learn how to maintain Persistent data collection pertaining to student IEP goals
- Provide direct instruction and care in 1:1, small group, and occasionally whole-class settings
- Assist classroom teacher and/or BCBA with behavior reduction assessments
- Communicate appropriately with students, staff, administrators, and parents as needed
- Participate in ongoing training, evaluations, and meetings, as required
- Understand and adhere to HIPAA policies
- Comply with safety procedures to reduce the potential for personal injury or damage to district equipment.

- Knowledge and execution of principles and processes for providing customer services including customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Contribute to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures or backgrounds.
- Perform other duties as assigned.
- Regular, in person, attendance and punctuality are required.

PHYSICAL REQUIREMENTS:

- Reaching: Extending hand(s) and arm(s) in any direction.
- Fingering: Picking, pinching, typing/keyboarding or otherwise working primarily with fingers rather than with the whole hand or arm.
- Grasping: Applying pressure to an object with the fingers and palm.
- Feeling: Perceiving attributes of objects such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Talking: Expressing or exchanging ideas by means of the spoken word.
- Hearing: Ability to receive detailed information through oral communication.
- Repetitive motions: Substantial movements (motions) of the wrists, hands, and/or fingers.
- Visual acuity involving color, depth perception, and field of vision at a level required for a driver's license.
- Minimum standard of accuracy and neatness of work is based on criteria required for teachers.
- The behavior technician may have an occasional occupational exposure to blood or other potentially infectious material, as well as exposure to common communicable diseases of children.
- The behavior technician will have occasional exposure to weather conditions that include heat, cold, wind, rain, ice, snow, etc., but will not be substantially and regularly exposed to adverse weather.
- Standing / walking up to 4 to 6 hours in an 8-hour workday.
- Sitting up to 4 to 6 hours in an 8-hour workday.
- Squatting and forward bending to perform job duties that include transferring students and working with students at their workstation for 34-66% of the work shift.
- Lifting boxes of supplies weighing up to 20 lb. from the floor to waist height and overhead at a frequency of occasional (6-33%) level for an 8-hour workday.
- Transferring students from wheelchair to mat or from student to and from the floor. Student could weigh up to 100 + pounds requiring a two person lift. This lift is performed at a frequency of occasional (6-33%) level for an 8-hour day.
- Carry classroom supplies weighing up to 20 lb. for a distance up to 50 feet.
- Ascending and descending 1 flight of stairs at a time at a frequency of occasional (6-33%) level for an 8-hour day.
- Pushing and pulling a wheelchair with a 150+lb. student in it for 100 feet Requiring a force of 37# at a frequency of occasional (6-33%) level for an 8-hour day.

PHYSICAL DEMANDS OF THE JOB

The following information describes the physical activities that are performed by the Employment Associate during a normal workday. The percentages of the normal workday that the physical activities are conducted are identified as follows:

Rarely:	1-5% of an 8 hour work day.
Occasionally:	6-33% of an 8 hour work day.
Frequently:	34-66% of an 8 hour work day.
Continuously:	67-100% of an 8 hour work day.

- **Lifts** (Occasional): Lift 50# from the floor to waist height.
- **Lifts** (Occasional): Horizontal Lift 50# from waist to 18 inches from floor.
- **Lifts** (Occasional): Lift overhead 20# from floor to crown height.
- **Carry** (Rare): Carry 20# for a distance of 50 feet.
- **Pushing/Pull** (Occasional): Push/pull 37# force for a distance of 100 feet.
- **Repeated partial squat** (Occasional): Must be able to squat to perform tasks.
- **Forward bend position** (Occasional): Must be in a forward bend position to be able to perform work-day tasks.

TERM OF EMPLOYMENT: Nine (9) months

SALARY: Salary information is available from the Executive Director of Human Resources and Operations.

EVALUATION: Performance of this job will be evaluated by the Special Education teacher(s) and principal(s) in conjunction with the Director of Special Services.

BOE APPROVED: February 6, 2023