

<p style="text-align: center;"><b>JOB DESCRIPTION: SPURWINK SERVICES</b></p> <p><b>Effective Date: 05/01/14</b></p>	<p style="text-align: center;"><b>BOARD CERTIFIED BEHAVIOR ANALYST (BCBA)</b></p> <p><b>Revised:</b></p>
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\* Denotes an Essential Function

**Title:** Board Certified Behavior Analyst (BCBA)

**Category:** N/A

**Code:** 131

**Education and Experience Required:** Masters degree in applied behavior analysis, psychology, education or a related field and certification by the Behavior Analyst Certification Board as a Board Certified Behavior Analyst (BCBA). One year experience in providing behavioral services to individuals with developmental and/or emotional disabilities and experience providing technical assistance and training to care providers and/or families. Must maintain required licensing and certification throughout the duration of employment with Spurwink in this role.

**Knowledge, Skills and Abilities Necessary:** Must be able to go up and down stairs, bend and lift, and meet agency crisis intervention training requirements.

**Duties and Responsibilities:** To assist educational and clinical team members including special education teachers, social workers, educational technicians, administrators, direct care staff, and parents/guardians with assessments and programming for a wide range of individuals with disabilities, especially clients who have intellectual developmental disabilities, Autism Spectrum Disorder, and significant emotional/behavioral challenges.

- \* 1. Conduct functional behavior assessment and/or functional behavior analysis activities related to the need for behavioral interventions.
- \* 2. Develop and implement skill acquisition and replacement behavior interventions based on behavior analytic principles and concepts while ensuring connection to treatment plan goals.
- \* 3. Collect, record, interpret, and monitor data on client behaviors and progress on behavior programming.
- \* 4. Revise behavior intervention plans based on data analysis.
- \* 5. Provide competency-based training to staff and family members as necessary for the implementation of behavior analytic programming.
- \* 6. Oversee and monitor implementation of behavior analytic interventions and instructional plans.
- \* 7. Participate as a member of the interdisciplinary team in treatment team meetings, IEP, therapist meetings, trainings and other meetings as requested.
- \* 8. Provide clinical supervision of agency Board Certified Assistant Behavior Analysts (BCaBAs), Behavioral Health Professionals (BHPs), and/or persons pursuing behavior analyst board certification, as requested.
- \* 9. Educate and collaborate with family members and professionals about behavior analysis programming.

10. Develop data collection systems.
11. Graph data using a standardized format.
12. Generate required progress reports according to agency timelines.
13. Research and review peer-reviewed literature for effective behavior analytic interventions.
14. Ensure client safety at all times.
15. Perform other duties as deemed appropriate and necessary by the Education Director.

**Immediate Supervision:** To be determined by placement.

**Immediate Subordinates:** None.

**Schedule of Employment:** Exempt.

**Other:** As an employee of Spurwink, he/she is expected to adhere to the policies and procedures of Spurwink. He/she must keep client health care information confidential, and in all other ways comply with Spurwink's policies and procedures implementing the Health Insurance Portability and Accountability Act (otherwise known as HIPAA). Due to the nature of the work, staff at Spurwink are required to be trained initially and annually in good health practices, communicable illnesses, and universal precaution procedures. By virtue of the responsibilities of this position, it is reasonably anticipated that the (job title) may be exposed to blood or other potentially infectious materials. Therefore, he/she will receive blood borne pathogens training (including training regarding Hepatitis B), and will be offered the Hepatitis B vaccination series upon hire. He/she must maintain a clean driving record as outlined in Spurwink's Driving policy.

**General Sign Off:** The employee is expected to adhere to all agency policies and to act as a role model in the adherence to agency policies.

I have read and understand this explanation and job description.

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Employee Name (Please Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date