

## **LACEY TOWNSHIP SCHOOL DISTRICT**

### **Board Certified Behavior Analyst (BCBA)**

**JOB TITLE:** Board Certified Behavior Analyst (BCBA)/District

**REPORTS TO:** Director of Special Services

**JOB GOAL:** To serve as a member of the district's Special Services staff and support the district's instructional program by facilitating student attainment of social and emotional growth consistent with the goals set forth by the Board of Education and within the resources provided by it.

### **QUALIFICATIONS:**

1. Holds valid Board Certified Behavior Analyst's certificate (BCBA).
2. Experience in Applied Behavior Analysis (ABA) and Verbal Behavior (VB) Required
3. Experience working with students with Autism.
4. Demonstrated knowledge and ability to complete Functional Behavioral Assessments (FBAs).
5. Experience developing, writing, implementing, and evaluating individual behavior plans
6. Experience with data collection for students' individual behavior plans, IEP goals and objectives, and other such school based processes.
7. Knowledge of social skills curricula to facilitate social skills instructional programs throughout the district.
8. Experience with Practical Functional Assessment (PFA)/Skills-Based Treatment/Interview-informed (IISCA), Synthesized Contingency Analysis (SBT) preferred.
9. Experience providing parent and staff training.
10. Strong communication skills and ability to collaborate with related service providers, CST, teachers, and administration.
11. Possesses knowledge of laws and regulations governing special education in New Jersey.
12. Successfully completes required criminal history check and has proof of U.S. citizenship or legal resident alien status.
13. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

## **RESPONSIBILITIES:**

1. Reports to and consults with the Director of Special Services on an ongoing basis.
2. Consults and collaborates with the Child Study Team on an ongoing basis.
3. Consults and collaborates with contracted behaviorists.
4. Regularly schedules consultations with classroom staff.
5. Provides professional development to targeted staff, on all aspects of school programming re: special education preschool programs:
  - a. Delivery of instruction
  - b. Behavior management
  - c. Data collection (Applied Behavioral Analysis)
  - d. Development of IEP goals and objectives as well as the functions of classroom monitors.
6. Consultations with parents regarding students' progress.
7. Preparation/presentation of parent workshops.
8. Development of home programs and related goals.
9. Social Skills training for students.
10. Attendance at selective professional development conferences/seminars to further enhance professional knowledge base.
11. Assists, upon request by the Director of Special Services, in the development of identified Functional Behavioral Assessments and Behavior Intervention Plans.
12. Additional responsibilities to be jointly identified with the Director of Special Services.

## **PROFESSIONAL DEVELOPMENT**

1. Keeps updated on matters re: behavioral management strategies and programs to be used for students with autism, e.g. Applied Behavioral Analysis.
2. Maintains professional competence through readings, attendance at conferences, workshops, memberships in professional organizations and other relevant activities in accordance with district guidelines.
3. Assists in the design and implementation of staff development related to special education.

## **SCHOOL COMMUNITY/RELATIONS**

1. Provides consultation to parents, school personnel and representatives of community services and agencies with reference to students who are experiencing social and emotional difficulties.
2. Serves as a consultant to administrators and other special services personnel on student behavioral issues.
3. Interprets behavioral assessments for school personnel, parents and the community.

4. Assists, upon appropriate request, in the preparation and implementation of professional development programs for school personnel within areas of professional competency.
5. Attends meetings of the Intervention and Referral Services Committee and other groups as assigned by the Director of Special Services.
6. Attends evening programs (i.e., Back-to-School Nights, ARISE) annually.
7. Provides support as needed to students, staff and administration during crises.
8. Serves as a member of the mental health services team.

#### **OTHER ASSIGNED DUTIES**

1. Performs all other tasks and assumes such other duties as designated by the Director of Special Services, Building Principal or Superintendent.

**TERMS OF EMPLOYMENT:** Salary and work year to be determined by the Board of Education

**EVALUATION:** Performance of the job will be evaluated annually in accordance with the Board of Education Policies for certified staff.

Approved by: Lacey Township Board of Education

Date Approved: June 16, 2022

Revised: