



Position: LBA/BCBA

Reports to: Director

Status: Exempt, Salaried.

Summary: The LBA is responsible for coordinating, scheduling, communicating and continually evaluating the effectiveness of functional assessments, behavioral evaluations, behavior and treatment plans for clients on their caseload.

Duties and Responsibilities:

- Design and oversee ABA treatment programs for clients with autism spectrum disorder or other special needs and train registered line technicians and parents to implement these treatments.
- Work with other professionals (teachers, occupational technicians, speech and language pathologists, and medical professionals) to develop a behavior intervention plan that is individualized to target each client's specific strengths and weaknesses.
- Conduct team meetings to answer the questions of the RLT and parents regarding the client's treatment plan.
- Overlap with RLT's schedule in all settings (school, home, community, and/or clinic) to ensure consistency across behavior technicians and to observe the client's progress.
- Assess the client's treatment needs and write detailed goals and objectives for each client's program so that progress can be tracked and measured.
- Attend IEP, IFSP, and transition meetings with the family to present the client's present level of performance and proposed goals.
- Available for consultations with parents and school personnel in person, on the phone, or through video.
- Mediate issues between RLT's and client's parents, as well as participate in decisions regarding discipline and/or termination of RLT's when necessary.
- Conduct adequate amount of parent training monthly to all clients on caseload.
- Conduct adequate amount of supervision and program development to all clients each week.
- Meets minimum number of weekly supervision hours required by LBAB along with documentation.
- Maintains the security and well-being of students at all times.
- Meet weekly minimum billable hours.
- Perform other job duties as assigned.