



TLB Supports, Inc.

**P. O. Box 801852
Valencia, CA 91354**

Behavior Technician (BT)

Entry-Level Direct Intervention, Client Engagement, & Foundational Skill Development

Reports To: Clinical Case Manager

Job Summary

TLB Supports, Inc. is committed to providing high-quality, affirming Applied Behavior Analysis (ABA) services to individuals with autism and related developmental differences. The Behavior Technician (BT) delivers direct ABA intervention to clients under close supervision and guidance from a Clinical Case Manager. BTs implement individualized treatment plans with fidelity, collect accurate and objective data, and participate in ongoing training toward RBT® certification.

BTs are foundational members of the treatment team, responsible for building rapport, supporting skill acquisition, and assisting with behavior reduction. This role requires professionalism, cultural responsiveness, and adherence to all clinical, ethical, and safety standards.

Essential Functions

- Implement individualized programs as trained, following all prompting hierarchies, reinforcement procedures, and safety protocols.
- Collect real-time, objective data using Passage Health (or other approved systems).
- Prepare and organize materials for sessions, including setup and cleanup.
- Support generalization of skills by implementing strategies in multiple settings.
- Communicate session updates, challenges, and successes to the supervising clinician.
- Participate in competency checks, supervision, and feedback sessions.
- Maintain HIPAA compliance and client confidentiality at all times.
- Adhere to crisis prevention and intervention protocols when needed.
- Progress toward RBT® certification within the required timeline, completing training and supervised fieldwork hours.

Standards and Expectations

At TLB Supports, Behavior Technicians are expected to embody the ARISE values—Accountability, Respect, Integrity, Scholarship, and Ethical Empowerment—in every aspect of their work.

Accountability

Arrive prepared for all sessions, maintain punctuality, and follow assigned treatment plans accurately. Submit complete and timely session documentation.

Respect

Engage with clients, caregivers, and colleagues in a professional, affirming, and culturally responsive manner.

Integrity

Implement treatment plans as written, report challenges or incidents honestly, and protect client confidentiality.

Scholarship

Actively participate in training, ask clarifying questions, and understand the rationale behind assigned interventions.

Ethical Empowerment

Support client autonomy and dignity in all interactions, modeling ethical behavior for peers.

Responsibilities

Daily

- Deliver scheduled therapy sessions, implementing treatment plans as trained.
- Collect accurate, objective data and complete session notes in real time.
- Prepare materials and maintain a safe, organized session environment.
- Communicate session observations to the supervising clinician.

Weekly

- Attend team huddles, supervision, and feedback meetings.
- Practice targeted skills identified by the Case Manager or RBT®.
- Participate in peer observation and guided feedback activities.

Monthly

- Complete assigned training modules and competency assessments.
- Review progress toward RBT® certification requirements.
- Participate in performance reviews and set skill development goals.

Qualifications & Requirements

- High school diploma or equivalent (required); AA/BA in a related field preferred.
- Enrollment in RBT® certification process within 30 days of hire (required).
- Strong interpersonal skills and openness to feedback.
- Must complete California Mandated Reporter training during onboarding.
- Must pass DOJ/FBI background check and TB test.
- Reliable transportation for travel between service sites; mileage reimbursement provided.

Physical Requirements*

- Ability to kneel, sit, walk, crouch, and participate in active, movement-based sessions.
- Ability to lift up to 30 pounds for materials or client support.
- Ability to respond quickly to safety-related concerns.

*Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Work Location & Schedule

Varied environments (home, clinic, school, community) with schedules based on client needs.

Employment Type

Full-time/Part-time; Non-Exempt

Equal Employment Opportunity Statement

TLB Supports is an equal opportunity employer. We are committed to building a team that reflects the diverse communities we serve. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity or expression, marital status, disability, medical condition, genetic information, military or veteran status, or any other characteristic protected under applicable federal, state, or local law.