



<b>Job Title:</b>	<i>Behavior Technician</i>
<b>Reports To:</b>	<i>Teaching Assistant, Lead Teacher, Director of Training &amp; Excellence</i>

### **About The Inspired Community Project**

The Inspired Community Project is a 501(c)(3) educator founded nonprofit providing no-cost early intervention services to neurodiverse children, advocacy coaching for their families, and specialized career training and certification support for those in the community. Creating a self-sustaining, hyper-local, special education resources system, of the community for the community.

### **Job purpose**

Behavior Technician (BT) is a growth position within our Training & Excellence (T&E) Program housed within the Clinical Department. BTs are expected to learn, practice and carry out Applied Behavioral Analysis (ABA) methodologies, complete modules of learning, and pass competency exams at the end of each module. By the end of their T&E Program they will successfully complete the Registered Behavior Technician (RBT) training and obtain certification. Upon their successful graduation from the T&E Program, the RBT will have the option to continue their employment with us as a full-time salaried staff member or we will support them to other organizations. \*Already Registered Behavior Technicians can join us as salaried staff with growth support into teaching or Behavior Analyst positions. (Please apply for Registered Behavior Technician position)

### **Duties and responsibilities**

#### **For Training & Excellence**

Our Training & Excellence (T&E) Program is a 12 month program that will train, support and guide Behavior Technicians to and through their certification as a Registered Behavior Technician (RBT). With over 50 out-of-classroom paid training hours, as well as the 40-hour RBT training program, Behaviors Technicians graduate with the skill set, confidence and investment in their future.

- Complete Placement Exam, to gauge level of knowledge in ABA and to determine pay rate
- Weekly required trainings with a Lead Teacher and Director of Training & Excellence
- Once a month, attend a required 3-hour, paid training session
- Pass the end of Module Exam, for all 4 Modules
- Complete the 40-hour Registered Behavior Technician training
- Pass the Registered Behavior Technician Exam
- Track supervision hours and annually renew RBT certification
- Work ethically and with integrity while adhering to the BACB Ethics Code
- Participate in feedback sessions for the Training & Excellence Program
- Utilize the Google Calendar and monitor work email daily

#### **For Students**

- Utilize behavior analytic principles and strategies consistent with the organization's mission, vision and values
- Provide 1:1 behavior analytic instruction in a natural, play-based, child-centered classroom setting
- Create a fun, motivating experience to generate the highest level of engagement and learning for every student
- Engage students on their level; physically, emotionally and intellectually
- Ensure that basic physiological and safety needs of the students are met



# THE INSPIRED COMMUNITY PROJECT

## ***Job Description: Behavior Technician***

- Implement evidence-based treatment plans for each child to target adaptive and self-care skills, emotional development, coping and tolerance skills, play and leisure skills, family relationships, language and communication, cognitive functioning, self-management, self-advocacy and independence, safety skills, and social relationships
- Collect data on program targets and utilize an online system to enter, track, and view progress
- Assist and help facilitate assessments, including preference assessments, the VB-MAPP, ABLLS and FBAs
- Attend Related Service sessions to support and aid in the generalization of skills across environments
- Changing diapers (minimum of twice daily), and also facilitate toilet training based on the needs of the student
- Assisting with snacks, packing and unpacking student materials and supplies
- Escorting students to and from the bus or family drop off/pickup locations
- Daily health screening of students for wellness checks
- Adhere to all HIPAA compliance guidelines regarding photographs and other sensitive information

### **For Classroom Team**

- Communicate with classroom team members and student families in a positive manner, referring clinical questions to the classroom teacher.
- Respectfully collaborate with Related Service Providers for generalization of skills across environments.
- Reporting throughout the session on activities and progress that the child makes with the classroom team as well as via the family communication platform.
- Cleaning and sanitizing centers and materials
- Assisting with toy/material rotation on a monthly basis
- **Optional:** Participate in the Junior Board of Directors to have a direct impact on the organization's goals and decisions (Application and review required)
- **Optional:** Participate in a Community Committee (Application and review required)

### **Qualifications**

- High school diploma or equivalent
- Current, or in the process of obtaining, Certification from the Behavior Analyst Certification Board (BACB) as a Registered Behavior Technician (RBT)
- Self-starter who has a strong ability to follow-through and complete tasks
- Creative and excited about working within a diverse community
- Strong interpersonal skills
- Strong organizational skills
- Adhere to time and attendance policies and maintain a record, in good standing, of regular and reliable attendance and punctuality, to ensure the consistent engagement and learning of our students

### **Schedule**

- Monday, Wednesday, Thursday, Friday - 8am to 3:30pm
- **Tuesdays** - 8am to 5pm
- Once a month, usually the **First Tuesday of each month**, requires Intensive Training (paid) 3:00-6:00. Optional Community Dinner will be provided after training.
- Employee Appreciation Day - Paid Day for Community Activities
- Autism Advocacy Day - Paid Day for Advocacy Work



### Requirements

- Background Check
- Fingerprinting
- Active Aspire Registry [Register here <https://tinyurl.com/RegAspireID> ]
- Register for ECETP e-Learning [Register here <https://tinyurl.com/trainingECETP> ]
- ECETP Training: Mandated Reporter [Free, 5hrs, online] To be completed prior to start date.
- ECETP Training: Foundations in Health and Safety e-Learning [Free, 5hrs, online] To be completed prior to start date.
- Training - CPR/Provision of first aid and emergency medical assistance
- Training - Use of an epinephrine auto-injector

### Benefits

- Weekly Payroll
  - Rates: \$17/hr for entry level knowledge/experience
  - Rates: \$18/hr for mid level knowledge/experience
  - Rates: \$19/hr for advanced level knowledge/experience
  - RBT Rate: \$50,000/ year
  - Paid Lunch Hour
- [Paid 40-hour RBT course](#)
- Medical, Dental, Vision - effective immediately upon hire
- Mental Health Wellness Benefits
- Life Insurance
- Flexible Spending Account (FSA)
- Dependent Care Account (DCA)
- Health Saving Account (HSA)
- Commuter Benefits
- Module Completion Bonuses (Gift Card)
- Financial Literacy Training & Support
- Tuition Support
- **Discretionary PTO Days:** 5 PTO days per calendar year to be used for sick or personal business
- **Predetermined PTO Holidays:** MLK Day, Presidents Day, Employee Appreciation Day (March), Autism Advocacy Day (April), Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous Peoples Day, Thanksgiving & Black Friday
- **Predetermined PTO Weeks:** Last week of August & the week between Christmas and New Years