



RBT POSITION REQUIREMENTS

The Registered Behavior Technician (RBT) is a certified paraprofessional in behavior analysis, providing essential support in delivering behavior analysis services. Under the close supervision of a BCBA or BCaBA. This position will require the RBT paraprofessional to implement individualized behavioral intervention programs designed by qualified professionals. The RBT will primarily work with children and adolescents, focusing on interventions to manage challenging behaviors, teaching new skills and/or replacement programs, and effectively collecting data on these.

Position Requirements:

- High School Diploma and a minimum age of 18.
- Successful completion of 40 hr. Registered Behavior Technician training as required by the BACB and having successfully passed the RBT examination.
- A minimum of two (2) years of experience providing direct services to individuals with ASD, mental health disorders, developmental disabilities, or intellectual disabilities.
- Being an Effective team player, having strong communication, organizational, and interpersonal skills. The ability to work under pressure, adapt to department needs, and maintain confidentiality. Must adhere to the RBT Ethics Code and demonstrate knowledge of Medicaid Guidelines and relevant State laws.

Responsibilities:

- Implement individualized educational and behavioral programs designed by qualified professionals.
- Provide 1:1 therapy service in various natural environments, including homes and schools.
- Teach new behavioral, social, and daily living skills to clients.
- Manage and minimize difficult or challenging behaviors effectively.
- Create engaging and motivating experiences to maximize individual performance.
- Collect and document data on programming targets using established systems.
- Communicate client progress to parents, caregivers, and the Board-Certified Behavior Analyst as directed.
- Collaborate with the treatment team, including clients, parents, caregivers, outside professionals, and colleagues.
- Complete and maintain registration in a BACB approved RBT course.
- Participate in in-service programs and present as assigned.
- Adhere to established policies and procedures and attend staff meetings.
- Maintain and enhance technical knowledge through required training.
- Maintain patient confidentiality and safeguard patient-related information.
- Demonstrate effective time management through daily documentation.
- Maintain current CPR certification and complete required Agency in-services.
- Utilize safe and appropriate handling procedures when working with clients.
- Possess reliable transportation and willingness to travel between job sites within the Miami Area.

Workplace Environment:

- Work in both temperature-controlled indoor and outdoor settings.
- Potential exposure to violent situations and infectious materials.
- Must be capable of lifting up to 50 pounds and assuming various postures for extended periods.

Supervision: The RBT will work closely under the supervision of a qualified BCBA or BCaBA, ensuring compliance with applied behavior analysis principles. Ongoing supervision is required for a minimum of 5% of monthly work hours.

Certification of Receipt and Understanding: By completing this application for Employment, I certify that I have reviewed and understood my position description, including duties, responsibilities, and the workplace environment, as outlined in this job description. I agree to fulfill the duties described herein.

My Mind & Me ABA Associates, Inc.,

URL: <https://mymindandmeabaassociates.com> | Email: mymindandmeabaassociates@outlook.com

EMPLOYMENT APPLICATION

Last name: _____ First: _____
S.S.N: _____ DOB: _____ Sex: ☐ Male ☐ Female
Provider ID: _____ or ATN: _____
Current Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ E-mail: _____
Are you over 18 years of age? ☐ Yes ☐ No
Who referred you to this company? _____

EMERGENCY CONTACT INFORMATION

Name: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____
How is this person related to you? _____
Name: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____
How is this person related to you? _____

EDUCATION HISTORY

Last school: _____
Year of graduation: _____ Degree: _____
Prior School: _____
Year of graduation: _____ Degree: _____

EMPLOYMENT HISTORY

Company: _____ From: _____ To: _____
Address: _____
Supervisor: _____ Phone: _____
Company: _____ From: _____ To: _____
Address: _____
Supervisor: _____ Phone: _____

POSITION

Position: _____ Date you can start work: _____

Are you currently employed? ☐ Yes ☐ No

If so, may we contact your current employer? ☐ Yes ☐ No

General

List all languages you speak:

_____	Minimal <input type="checkbox"/>	Fluent <input type="checkbox"/>
_____	Minimal <input type="checkbox"/>	Fluent <input type="checkbox"/>
_____	Minimal <input type="checkbox"/>	Fluent <input type="checkbox"/>

PERSONAL BACKGROUND INFORMATION

Have you ever been bonded? ☐ Yes ☐ No

If so, explain: _____

Have you ever been convicted of a felony, more specifically, within the past 5 years? ☐ Yes ☐ No

If so, explain (this will not necessarily exclude you from consideration):

AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application will be grounds for dismissal.

Candidate Signature: _____ Date: _____

FOR EMPLOYER USE ONLY

Candidate Interview Date: _____

Candidate Background check Date: _____ Background clear: ☐ Yes ☐ No

Candidate Hire Date: _____

Name of Employer's Representative _____ Signature _____

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