

BCBA Position Description

Job Description:

A Board Certified Behavior Analyst (BCBA) Supervisor is responsible for overseeing Registered Behavior Technicians (RBT) and Board Certified assistant Behavior Analysts (BCaBA).

Position Type:

-Full-time; salary (\$70,000-\$82,000) During the initial training and while awaiting approval from all required insurance companies, starting salary will be \$70,000. Upon completion of supervisor training and approval from all insurance companies, salary will increase to \$82,000.

-Working hours 7:45 am to 4:15 pm Monday-Friday, with occasional program development hours/parent training on evenings and weekends

Minimum Qualifications:

- Master's degree required
- Board Certified Behavior Analyst (BCBA) required
- Licensure from VA Board of Medicine (LBA) required
- Prefer at least 1-2 years experience supervising ABA programs

Other Requirements:

- Successful completion of a criminal background check
- CPR/BLS Certification (training available upon hire)
- Ability to lift 35 pounds

Job Duties:

- Conduct formal parent training.
- Contribute to staff meetings and staff trainings.
- Conduct monthly team meetings with technicians, social skills group leaders, and case manager.
- Develop the client's program from intake to implementation, including conducting all assessments and developing treatment plans (skill acquisition and behavior intervention plans).

- Conduct Functional Analyses, when necessary.
- Modify treatment plans and program documentation as required to maintain treatment authorization for insurance.
- Communicate with parents about client's program.
- Probe mastered targets or programs for generalization, using different materials if possible. If an entire program is mastered, probe random targets for generalization.
- Observe therapists conduct therapy sessions on a weekly basis: make sure they are correctly implementing programming, provide praise, and constructive criticism as needed.
- Update assessment grids, as necessary.
- Review and analyze data and make necessary programming changes, a minimum of once per month.
- Provide feedback/suggestions to behavior technicians within one week of receiving any assigned program development.
- Take IOA data, if needed.
- Attend meetings or conduct observations for care coordination purposes, at parent request.
- Complete core evaluations for RBTs and BCaBAs.
- Complete a therapist checklist on a monthly basis for each technician for each client.
- Complete all insurance documentation.
- Sign BACB forms for all RBTs and BCaBAs accruing field experience hours through the BACB.
- Provide supervision to BCaBA's according to the requirements set forth by the BACB.

Benefits:

- Medical/Dental/Vision Insurance
- Short-Term Disability
- Life Insurance
- Company Matched IRA

- Continuing Education Assistance
- Paid holidays
- PTO
- Company provided cell phone and iPad