



## **Job Description**

<b>JOB TITLE:</b>	Master's level Behavior Specialist
<b>REPORTS TO:</b>	Director of Adult Programs, Director of School Programs
<b>HOURS/STATUS:</b>	Full-Time/Exempt
<b>Salary Range:</b>	<b>\$65,000- \$85,000</b>

### **JOB SUMMARY**

The Master's level Behavior Specialist is responsible for conducting functional behavior assessments and developing behavior intervention plans for students served by the agency. This role involves supervising behavior specialists, providing professional development for agency staff, and training caregivers. The Behavior Specialist must adhere to the Behavior Analysis Certification Board (BACB) Code of Ethical Conduct and the New York State Education Requirements for Licensed Behavior Analysts at all times.

### **SPECIFIC JOB RESPONSIBILITIES**

- Oversee the daily operations of the behavior team and service delivery.
- Participate in interdisciplinary evaluations and establish therapeutic goals and program recommendations based on data analysis.
- Conduct comprehensive Functional Behavioral Assessments (FBAs) and skill assessments in collaboration with staff, individuals, and caregivers.
- Develop and modify Behavior Intervention Plans (BIPs) and train team members on implementation techniques. This includes, but is not limited to, instructional and behavior reduction strategies, safety plans, and transitions plans.
- Serve as the primary contact for Behavior Improvement Plans, collaborating with families and external providers to ensure consistent implementation of plans and continuity of care.
- Provide ongoing support and training to teaching teams on behavior analytic principles and evidence-based interventions.
- Stay current with behavior analytic literature and professional development to inform interventions.
- Supervise behavior specialists. Including, but not limited to providing direction, observation, feedback, and training.
- Lead the development and execution of orientation training for behavioral staff.
- Monitor staff productivity and guide the development and execution of behavior assessments and plans.
- Assist with annual performance evaluations and collaborate with agency leadership on tracking case progress and employee success.
- Support the implementation of programmatic evidence-based practices and participate in agency functions and community initiatives.

- Work closely with caregivers on school, adult, and parent training programming needs.
- Establish and maintain cooperative relationships with schools, community, and health care providers. Disseminate resources as appropriate.
- Contribute to the growth of agency services and evaluate opportunities for enhanced service offerings.
- Maintain visibility with program participants, teachers, staff, and families
- Conduct meetings for behavior plans and case reviews.
- Serve on agency committees as assigned.
- Complete all records and reports in a timely fashion.
- Execute clinical policies and maintain accurate and current student records in compliance with NYSED, and OPWDD requirements.
- Perform other job assignments as requested.

### **QUALIFICATIONS**

Professional interaction with a variety of individuals. Demonstrated leadership, critical thinking, problem-solving and decision-making skills. Strong understanding of BACB Professional and Ethical Compliance Code for Behavior Analysts and RBT Code of Ethics. Strong organizational skills, attention to detail and deadline driven. Strong interpersonal skills and the ability to work on an interdisciplinary team. Ability to work effectively with key stakeholders in educational and community settings. Flexibility and adaptability in a fast-paced environment. Commitment to equity and inclusion. Ability to obtain certification in Strategies in Crisis Intervention and Prevention-Revised. Excellent verbal and written communication skills, including presentation skills. Proficiency in Microsoft Word and Excel. Must be able to lift, push, and pull 50lbs.

### **EDUCATION and/or EXPERIENCE**

Master's degree in Behavior Analysis, Psychology, Special Education, or related field. BCBA or BCBA-D certification, NYS Licensed Behavior Analyst (LBA) licensure or limited permit. At least 3 years' experience working with individuals with developmental disabilities across various settings. Experience conducting Functional Behavioral Assessments (FBAs) and developing Behavior Intervention Plans (BIPs). Leadership/supervision experience preferred.

### **EQUAL OPPORTUNITY EMPLOYER**

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