

CONTRA COSTA COUNTY OFFICE OF EDUCATION

CLASS TITLE: BEHAVIOR ANALYST

RANGE: 43

BASIC FUNCTION:

Under the direction of an assigned Principal, Student Programs, collaborate with classroom teachers and support staff to design, implement and evaluate Applied Behavior Analysis (ABA) services for identified students with autism and other behavioral challenges; conduct assessments and develop treatment plans for students with challenging behaviors; provide staff training and lesson progression consultation.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Collaborate with classroom teachers and support staff to design, implement and evaluate ABA services for identified students with autism and other behavioral challenges including data collection, program development, monitoring and report writing.

Provide direct behavioral intervention to students; provide consultation and training in methods specific to ABA to teachers, assistants and management; provide lesson progression consultation; plan and implement quality in-service programs for classroom teachers and staff; conduct classroom and student observations as needed; collaborate and support schools, parents, departmental and outside agency personnel to meet the needs of identified students.

Assess various skill domains such as communication, self-help, play, social, cognitive and behavioral repertoires to determine strengths and deficit areas; assess initial and ongoing skill acquisition, development and generalization of skills.

Conduct functional analysis assessments; develop, write and implement effective in-home or classroom behavioral plans focused on stabilizing the student in their current setting.

Implement various communication systems and appropriate methodologies including ABA theories and techniques; adapt curriculum plans to individual student needs; assist with the modification of classroom environments as needed.

Communicate with staff, administrators, outside agencies and parents to coordinate activities, exchange information and resolve issues.

Prepare and maintain a variety of comprehensive reports, records and files related to assigned activities and personnel; compile, prepare, and analyze statistical data.

Provide technical expertise, information and assistance to the Principal-Special Education regarding assigned functions; participate in the formulation and development of policies, procedures and programs.

Attend and conduct a variety of meetings and conferences related to assigned students and activities; participate in IEP meetings, mediations and fair hearings; collaborate on IEP goals.

Maintain current knowledge of applicable laws, codes, regulations, policies and procedures related to assigned activities.

Operate a variety of office equipment including a computer and assigned software; drive a vehicle to various sites to conduct work.

Develop discreet trial programs and maintain related data.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Theory and techniques of Applied Behavior Analysis.

Positive behavioral intervention techniques.

Current methodologies, communication systems and intensive data driven programs related to students with autism.

Problems and concerns of students with special needs.

Instructional methods and techniques.

Curriculum, goals and objectives of the department.

Operation of a variety of office equipment including a computer and assigned software.

Oral and written communication skills.

Principles and practices of supervision and training.

Applicable laws, codes, regulations, policies and procedures.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Develop, write and implement effective ABA services including data collection, program development, monitoring and report writing.

Conduct functional analysis assessments.

Assess student skill areas and behavioral challenges.

Share and demonstrate knowledge of behavioral analysis, positive discipline techniques and effective practices.

Understand and relate to children with special needs.

Implement various communication systems and appropriate methodologies.

Provide staff training and lesson progression consultation.

Plan and implement quality in-service programs for classroom teachers and staff

Supervise the performance of assigned personnel.

Prepare and maintain a variety of comprehensive reports, records and files.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Analyze situations accurately and adopt an effective course of action.

Meet schedules and time lines.

Work independently with little direction.

Plan and organize work.

Interpret, apply and explain applicable laws, codes, regulations, policies and procedures.

Operate a variety of office equipment including a computer and assigned software.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: master's degree in psychology or a related field and three years experience designing and implementing positive behavioral intervention plans for students diagnosed with autism or other behavioral challenges.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Office and classroom environment.

Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate a computer keyboard.

Hearing and speaking to exchange information in person and on the telephone.

Seeing to read a variety of materials and observe students.

Sitting or standing for extended periods of time.

Bending at the waist, kneeling or crouching to reach materials and work with students.

HAZARDS:

Contact with dissatisfied or abusive individuals.