

# BEHAVIOR ANALYST



<b>Department:</b>	Behavioral Health Services
<b>Reports To:</b>	Clinical Director of Behavioral Health Services
<b>Group/FLSA Status:</b>	Program Specialist
<b>Revised:</b>	11/13/2024

## **SUMMARY:** *(Brief description summarizing the overall purpose and objectives of the position.)*

The Behavior Analyst conducts descriptive and systematic (e.g., analogue) behavioral assessments, including functional analyses, and provides behavior analytic interpretations of the results. The Behavior Analyst designs and supervises behavior analytic interventions.

## **ESSENTIAL FUNCTIONS:** *(Typical tasks but not all inclusive – major duties of the position.)*

- Develops and implements appropriate assessments and behavioral intervention methods for use in unfamiliar situations and for a range of cases;
- Participates in child study staffings, provides feedback on behavioral assessments, interventions, and strategies;
- Provides technical support and in-service training programs for teachers and other staff on applied behavioral analysis, including discrete trial training, establishing classroom schedules, overall classroom management, data collection, and the implementation of specific instructional and behavioral strategies in the students' natural environment;
- Consults and provides staff training to support intervention plans at school and community;
- Provides regular service reviews to ensure ongoing compliance with implementation of behavior plans;
- Serves as a liaison between school and other agencies;
- Submits data for third-party billing as required;
- Performs other duties as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES:** *(Minimum competencies for job performance.)*

- Comprehensive knowledge of the principles and practices of a Behavior Analyst;
- Comprehensive knowledge of crisis intervention;
- Ability to demonstrate confidentiality;
- Ability to evaluate students;
- Ability to establish and maintain effective working relationships with students, parents, school staff, administrators, and outside agencies;
- Ability to handle a variety of assignments or problems independently;
- Ability to apply a variety of procedures and policies;
- Ability to collect, read, summarize, compare, and apply data;
- Ability to communicate effectively and professionally, both verbally and in writing with students, parents, school staff, administrators, and other agencies;
- Ability to present to small groups and large groups;
- Ability to write clearly and concisely;
- Ability to use modern office equipment, technology, and related software.

## **EDUCATION AND EXPERIENCE:** *(Minimum level of education and experience required.)*

- Master's Degree;
- Moderate experience in a job related field.

## **LICENSES, CERTIFICATES, AND REGISTRATIONS:** *(Minimum required to perform the job.)*

- Board Certified Behavior Analyst Certification (nationally certified);
- Willing to obtain licensure as a Behavior Analyst from the MN Board of Psychology
- Valid Driver's License

## **SUPERVISION:** *(Level of supervision received and supervision exercised/size of group supervised.)*

- Work is performed under supervision of the Clinical Director of Behavioral Health Services;
- No supervisory responsibilities.

**WORKING CONDITIONS:** *(Physical/sensory requirements and environmental conditions.)*

- Considerable business travel is required;
- Work may require long hours including early morning, evening, and weekend activities;
- Work is performed during the traditional school year and may include some additional days during the summer;
- This is sedentary work requiring the exertion of up to 25 pounds of force occasionally, and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body, and a negligible amount of force constantly to move objects; work requires stooping, reaching, standing, walking, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information through normal spoken word; visual acuity is required for preparing and analyzing written or computer data, inspections involving small defects and/or small parts, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions and may be exposed to bloodborne pathogens.

*The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned. The physical demands and work environment describe here are representative of those that must be met or will be encountered while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*This job description does not constitute an employment agreement between SWWC and employee and is subject to change by SWWC as the needs and requirements of the position change.*