

## **ARBOR ABA BEHAVIOR ANALYST**

### **POSITION DESCRIPTION:**

The Arbor ABA program provides supervision of behavior therapy for children and adolescents with Autism. The Behavior Analyst creates a behavior program and creates behavior programs and tracking systems for individual clients as well as assisting with clinical intakes. They provide clinical supervision to the Behavior Technicians and communicate regarding progress with clients' parents and with other team members.

### **KEY AREAS OF RESPONSIBILITY:**

1. Provide supervision and behavior management as needed.
2. Maintain case records in accordance with licensing, accreditation, and agency requirements.
3. Promote effective teamwork, cooperation, and communication among program personnel.
4. Maintain all necessary credentials per agency and licensing requirements.
5. Arrange administrative supervision as appropriate.
6. Create a behavior program and data tracking system for clients of the program.
7. Assist with clinical intakes and all related intake tasks.
8. Provide clinical supervision to the Behavior Technicians.
9. Communicate client programs with parents and other members of the treatment team.
10. Demonstrates a high degree of skill in communication and positive interaction with all Ryther employees, prospective employees, external agencies/companies, and the community at large.
11. Perform all other duties as assigned.

### **ESSENTIAL JOB REQUIREMENTS:**

1. Commitment to the Vision, Values and Mission of the agency.
2. Acceptance of a variety of lifestyles, behaviors, cultural, and spiritual practices.
3. 21 years of age.
4. Accredited Master's Degree in behavioral sciences required.
5. Two years of experience working with children and adolescents.
6. Experience working with high-needs children and adolescents preferred.
7. Board Certification as a Behavior Analyst & licensure with DOH required.
8. Valid Washington state driver's license.
9. Ability to maintain awareness of culturally relevant issues while interaction with clients, families, co-workers, and community members.
10. Ability to work within a strengths-based model.
11. Ability to exercise discretion and maintain customer and employee confidentiality.
12. Effective written and verbal communication skills.
13. Flexibility and ability to work a varied schedule including evenings, weekends, and holidays if necessary. Includes availability to answer crisis phone calls from clients.
14. Computer word processing skills.
15. Ability to perform a range of physical motions including but not limited to:
  - ◆ lifting and carrying up to 50 lbs.;
  - ◆ standing, walking, sitting for long periods of time;
  - ◆ kneeling, squatting, and stooping; and
  - ◆ running for brief periods of time,
16. Ability to use the senses of sight, hearing to effectively supervise resident-customers.

**SUPERVISOR:            ABA Program Manager**

If you are a person with a disability in need of reasonable accommodation to perform the essential functions and responsibilities related to your position, please notify your Program Director or Senior Director of Operations (extension 235) as soon as possible.

**I, \_\_\_\_\_, have read this and understand this is my job description as a consultant for Ryther.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor Signature**

\_\_\_\_\_  
**Date**