

## **Registered Behavior Technician, Special Education K-12**

The Howard County Public School System (HCPSS) is one of the leading school systems in the state of Maryland and the nation. In alignment with our [\*Strategic Call to Action\*](#), our mission is to ensure academic success and social emotional well-being for our approximately 57,000 students in an inclusive and nurturing environment that closes opportunity gaps. To learn more about employment with HCPSS, please visit <https://www.hcpss.org/employment/>.

### **DESCRIPTION**

Under the direction of the Director of Special Education and Instructional Facilitator with direction from the Board-Certified Behavior Analyst (BCBA) and Behavior Specialist, the Special Education K-12 Registered Behavior Technician (RBT) will support students and staff and help facilitate and support individual Behavior Intervention Plans and Instructional Interventions. Following specific guidance from the BCBA, the RBT will focus on implementing and supporting instructional components based on Applied Behavioral Analysis (ABA). The RBT will utilize data collection procedures and be responsible for assisting with protocols for data analysis. The RBT will also carry out training plans for the professional development of staff and may also participate in training or workshops for parents.

### **ESSENTIAL POSITION RESPONSIBILITIES**

- Provide instructional and behavioral support in the areas of discrete trial teaching, naturalistic teaching, discrimination training, stimulus control transfer procedures, chaining, shaping, prompting, maintenance and generalization, using of token economy systems, antecedent interventions, differential reinforcement, extinction, and crisis intervention.
- Provide evidence-based instructional support and assistance to the Board-Certified Behavior Analyst, Behavior Specialist, and the school-based instructional team who are implementing the Behavior Intervention Plans and Instructional Interventions for students.
- Assist school staff in implementing Behavior Intervention Plans and Instructional Interventions.
- Support teachers and other members of the school-based instructional team in preparing instructional and behavioral support materials for students.
- Provide support for students transitioning between grade levels.
- Provide support to transportation staff in the implementation of behavior plans while students are being transported.
- Collect continuous, discontinuous, ABC and other types of data; enter data into graphing tools, update graphs, and provide clerical support to assist others in tracking student progress and maintain supervision logs supporting Behavioral Intervention Plans and Instructional Interventions.
- Conduct preference assessments and train staff on their purpose and use.
- Assist with training which includes modeling, coaching and constructive feedback of behavioral and instructional strategies for the school-based team.
- Maintain observation/session notes based on weekly support for students and staff.
- Attend monthly school-based and Department of Special Education team/staff meetings.
- Participate in and attend weekly/bi-weekly supervision meetings with Board Certified Behavior Analyst.

The above list is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

### **MINIMUM QUALIFICATIONS**

**Applicants must meet all the qualifications listed below to be considered for the vacancy.**

#### **Education:**

- High school diploma or GED equivalent

#### **Certification:**

- Current Registered Behavior Technician Certification through the Behavior Analyst Certification Board (BACB)

#### **Experience:**

- One (1) year of experience working with children with various disabilities
- One (1) year of experience working with children or adolescents who have exhibited challenging or dangerous behaviors.

### **PREFERRED QUALIFICATIONS**

- Associate degree from an accredited college or university in education, elementary education, or a closely related field.
- Current behavioral intervention training certification
- Current crisis intervention approaches use certification
- Three (3) years of experience working with children with various disabilities
- Three (3) years of experience working with children or adolescents who have exhibited challenging or dangerous behaviors.

### **SELECTION REQUIREMENTS**

Applicants who meet the minimum qualifications will be included in further evaluation. The evaluation may be a rating of your application based on your education, training, and experience as they relate to the requirements and preferred qualifications of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, dates, and hours of work. Clearly indicate your college degree and major on your application, if applicable.

For education obtained outside the U.S., any job offer will be contingent on the candidate providing an evaluation for equivalency by a [foreign credential evaluation service](#) prior to starting employment (and may be requested prior to interview).

### **EMPLOYMENT INFORMATION**

This is a 10-month per year position in the Howard County Educators Association, Educational Support Professionals (HCEA-ESP) employee unit. The current salary range for this position is Grade 9 on the HCEA-ESP Secretaries and Assistants salary scale (<https://www.hcpss.org/f/employment/esp-salary-scales-2022.pdf>). Actual placement will be in accordance with the salary procedures of the Howard County Public School System and the HCEA Master Agreement which considers relevant prior experience. Under the Fair Labor Standards

Act, this position is exempt from overtime.

**HCPSS encourages vaccination against COVID-19 as a continuous mitigation strategy for the health and wellbeing of students and staff.**

### **APPLICATION REQUIREMENTS**

Complete applications must be submitted by the closing date. Information submitted after this date will not be added. Incomplete applications will not be accepted. Resumes will not be accepted in lieu of a completed application.

**Only applicants who submit all the requested information by the closing date of the vacancy will be considered for this position.** Interviews will be limited to those applicants who, in addition to meeting the basic requirements, have experience and education which most closely matches the position qualifications and the needs of the school system.

Please note that a completed application includes:

- A complete application form that includes a listing of employment locations with dates of employment and names of direct supervisors.
- All supplemental materials (i.e.: resume, letter of introduction, transcripts, certification) required to verify that you meet the minimum qualifications.

For questions regarding this vacancy, please contact:

Laurie Watts  
Recruitment Specialist, Support Services  
Office of Human Resources  
(410) 313-1521  
[Laurie\\_watts@hcpss.org](mailto:Laurie_watts@hcpss.org)

### ***Equal Opportunity Employer***

HCPSS celebrates diversity and is committed to creating an inclusive environment for all employees and applicants and prohibits discrimination, harassment, and retaliation of any kind. HCPSS is committed to the principle of equal employment opportunity for all employees in providing them with a work environment free of discrimination and harassment. All employment decisions at HCPSS are based on organizational needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, veteran status or present military service, family medical history or genetic information, family or parental status, or any other characteristic protected by federal, state or local laws.