



**Brandis Center, Inc.**  
Shaping Lives through ABA

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## BT/RBT JOB DESCRIPTION

**Position Title:** Behavior Technician (BT/RBT)  
**Department:** Clinical Team  
**Pay Type:** Hourly

### **Position Summary**

A Behavior Technician (BT) provides one-to-one Applied Behavior Analysis (ABA) services to children and young adults diagnosed with Autism Spectrum Disorder (ASD). Under the supervision of a Board Certified Behavior Analyst (BCBA), the BT supports skill development, behavior reduction, and meaningful progress across clinical, home-based, and community settings.

BTs play a vital role in delivering high-quality services and upholding the mission, values, and professional standards of Brandis Center Inc. Part-time BTs typically work 10–15 hours per week, while full-time BTs work 30 or more hours per week.

### **Reporting Structure & Team Collaboration**

**Reports to:** Board Certified Behavior Analyst (BCBA)

Behavior Technicians work under the clinical supervision of a Board Certified Behavior Analyst. A strong relationship built on trust, communication, and consistency is essential for effective client care.

BTs are key members of the Clinical Team and are expected to work efficiently, independently, and safely while supporting the mission of Brandis Center Inc. Strong, collaborative relationships with BCBAs, Directors, and all team members are essential to overall clinical success.

## **Essential Duties & Responsibilities**

### **Program Implementation & Client Support**

- Implement individualized behavior programs and treatment plans as written by the BCBA.
- Actively engage clients in structured learning, play-based learning, and skill-building activities across center, home, and community environments.
- Manage and respond to challenging behaviors confidently and professionally using trained procedures.
- Participate physically in sessions as needed (standing, bending, lifting, or moving with clients).

### **Data Collection & Documentation**

- Accurately collect and record behavior data, skill acquisition progress, and session notes using electronic systems.
- Complete all required documentation promptly and within established deadlines.

### **Professional Conduct & Training**

- Receive and implement feedback from supervisory staff with professionalism and openness.
- Attend mandatory training, meetings, and professional development sessions.
- Demonstrate willingness to learn crisis-prevention strategies and passive restraint procedures when necessary.
- Willingness to begin and complete the Registered Behavior Technician (RBT) certification training program within the required timeframe.
- Maintain the Registered Behavior Technician (RBT) certification.

### **Other Responsibilities**

- Adapt to varying schedules, work environments, and client needs.
- Uphold all policies related to client confidentiality, safety, and ethical conduct.
- Complete additional duties as assigned.

### **Professional Expectations**

- Arrive on time for all scheduled sessions, meetings, and training.
- Be fully prepared and ready to begin working with your client at the scheduled session start time.
- Maintain reliability, consistency, and professionalism to support client progress and team scheduling.

## **Qualifications & Requirements**

### **Education & Experience**

- High school diploma or equivalent required; degree in human services, education, psychology, or related field preferred.
- 1–2 years of experience working with individuals with disabilities is preferred.
- Experience supporting children with ASD and/or providing direct instruction is highly beneficial.

### **Language & Communication Skills**

- Ability to read, interpret, and apply written program materials and agency documents.
- Strong verbal communication skills and the ability to collaborate effectively with clients, families, and team members.

### **Technical & Professional Skills**

- Basic proficiency with electronic devices (tablet, phone, laptop) or willingness to learn.
- Ability to learn digital data collection tools and practice-management systems.
- Strong organizational skills, time management, and the ability to prioritize tasks.
- Demonstrated professionalism, reliability, and a positive attitude.

### **Physical Requirements & Other Expectations**

- Ability to sit, stand, walk, or move for extended periods.
- Ability to safely lift, move, or support clients when necessary.
- Reliable transportation and consistent punctuality.
- Ability to manage verbal and/or physical behaviors safely and professionally.
- Must be legally authorized to work in the United States.

## **Pay Scale**

Brandis Center Inc. currently offers two pay tiers based on certification and/or experience:

- Behavior Technician (BT): \$23.00 per hour
- Registered Behavior Technician (RBT): \$23.25 – \$25.00 per hour

## **Acknowledgement & Signature**

I acknowledge that I have received and reviewed the Behavior Technician / Registered Behavior Technician job description for Brandis Center Inc. I understand that this document outlines the general duties, responsibilities, and expectations of the position and does not constitute an employment contract. I further understand that these duties may be modified as needed to meet the needs of the organization and the clients served.

By signing below, I confirm that I understand the expectations of this role and agree to perform the essential functions of the position to the best of my ability.

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Signature

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Printed Name

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Today's Date

*Brandis Center Inc. is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.*