

## Easterseals Washington Job Description

**Job Title:** Board Certified Behavior Analyst (BCBA) II  
**Department:** Seattle Autism Services (SAS)  
**Accountability:** Reports to the OPAC Program Director or as assigned

**Position Summary:** The BCBA II provides specialized behavioral intervention services and therapy supervision for children with autism spectrum disorders and related developmental disabilities.

### Duties and Responsibilities:

- Prepares curriculum and syllabus (under the supervision and approval of the BCBA Clinical Supervisor) to be presented in classroom settings and public events.
- Conduct trainings in a classroom setting to educate the public on ABA services for the benefit of those we serve.
- Work with Easterseals Marketing team to introduce our program services to the area we serve.
- Partner with Easterseals Referral Coordinator to establish and maintain successful industry partnerships.
- Prepares for and conducts intake sessions which include evaluations, skills assessments and developing treatment plans, as indicated by the Clinical Director
- Provides 1:1 Applied Behavior Analysis (ABA) therapy services in accordance with plans approved by the Clinical Director
- Tests, evaluates, documents, and graphs/charts learner progress in targeted areas
- Assists, develops, and/or maintains learner programs and behavior intervention plans appropriate for each learner's needs, as approved by the Clinical Director
- Conducts parent meetings and trainings, and prepares and distributes clinical parent correspondence and communications, as approved by the Clinical Director
- Provides ABA therapy supervision, training, troubleshooting assistance, and mentoring for therapy staff
- Attends meetings at schools or in the community, as directed by the Program Director
- Remains current regarding new research, trends and developments in special education and related fields
- Performs other duties as assigned

### Skills and Educational Requirements:

- A. Board Certified Behavior Analyst (BCBA)
- B. Level II: Accredited BCBA-D or BCBA with **three years** or more of experience. Experience supervising and training RBTs and BCBAs in training. Experience conducting skill and behavioral assessments (VB-MAPP, ABLLS-R, FBA, etc.).
- C. Knowledge of methodologies found to benefit children with ASD, including Applied Behavioral Analysis (ABA)

- D. Familiar with the field of early intervention, and knowledgeable of other community resources and agencies that serve children
- E. Excellent communication skills (written and oral)
- F. Sound judgment and decision-making skills, while able to appropriately interpret and implement policies, procedures, and regulations
- G. Ability to exercise confidentiality and discretion pertaining to the work environment.
- H. Must obtain the Department of Health Licensed Behavior Analyst license
- I. Must pass Washington State background check which may include FBI fingerprint check
- J. Must have proof of U.S. citizenship or right to work
- K. Moderate to advanced computer skills (MS Office applications)
- L. Ability to work independently.
- M. Obtain and maintain CPR certification
- N. Must complete Easterseals Washington Corporate Orientation
- O. Commitment to Easterseals' Purpose Statement: Deliver direct services that empower children and adults with disabilities to reach their full potential

**Inter-relationships:**

The BCBA II is responsible for maintaining relationships with many people; working directly with the Clinical Director to receive guidance regarding therapy services and clinical needs of the program. Frequent contacts may include managers, coworkers, participants and supporters, funding partners, therapy staff, and the community at large.

**Working Conditions:**

Duties will be carried out in the center, at the client's home, or in the community. Duties may involve frequent bending, reaching, squatting, kneeling, twisting, and sitting. Occasional lifting, carrying, and loading/unloading of toys and materials up to 25 lbs., and managing children up to small adult size. May be subjected to aggressive behaviors by program clients and may need to provide personal care as needed. Program operations may necessitate travel to vendors, agencies, out-of-town meetings, offices, and other program sites.

**Needed Attributes:**

The BCBA must be able to effectively communicate with many different types of people. Flexibility, patience, and organizational skills are imperative. A professional appearance and alignment with all ESW values is critical.

**Approved by:** VP of Programs

**By signing below I acknowledge that I fully understand and accept these job requirements.**

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Employee Print Name

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Employee Signature

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Date