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Behavior Analyst - Special Education Department (Immediate Opening)

Job Description

Opening: June 28, 2019
Closing: Until Filled
Reports To: Special Education Director
Wage/Hour Status: Exempt
Dept. /School: Special Education Department
Pay Grade: Admin. Program JG-5

Terms of Employment:

11 months /210 days. Salary is at Administrative Program Job Group 5 on the SAISD Compensation Plan on a Non-Chapter 21 contract. Entry level is at an annual rate of \$60,545.10 with additional consideration for directly related experience.

Primary Purpose:

Work collaboratively with district staff to provide services and support to students with special needs including autism, focusing on behavior analysis as a management strategy.

Qualifications:

Education/Certification:

- Master's degree from an accredited university with a concentration in behavior or applied behavior analysis, special education or related field of study and/or Graduate level certification in applied behavior analysis
- Valid Certification as a Board Certified Behavior Analyst (BCBA) or meets eligibility for certification
- Candidate must have satisfactory outcome of fingerprinting background check. Non-refundable fee (approximately \$50.00) paid by the applicant

Special Knowledge/Skills:

- Knowledge of state and federal mandates, as they apply to special education
- Knowledge of state and district policies, procedures and regulations regarding special education and students with disabilities
- Knowledge of the strategies of Applied Behavior Analysis (ABA) and the ability to implement those strategies with students
- Knowledge of curriculum standards, best practices and appropriate curriculum accommodations/modifications for special education, grades PK through 12
- Basic computer skills
- Strong organization and communication (written and oral)
- Ability to work cooperatively with staff, students and parents
- Ability to adjust to and be flexible in a multitude of situations in the school environment

Experience:

- Three (3) years teaching or three (3) years conducting ABA therapy or applying techniques in applied behavior analysis for children with special needs including autism
- Behavior management and consultation

Major Responsibilities and Duties:

(The following statements describe the general purpose and responsibilities assigned and should not be construed as an exhaustive list of all responsibilities, skills, efforts, or working conditions that may be assigned or skills that may be required.)

Instructional Leadership

- Assist in the creation, development, coordination and evaluation of special education instructional programs for autistic students in the district
- Assist in the selection and implementation of special education instructional materials for students with autism
- Plan coordinate and conduct district-wide and campus-wide events and activities related to special education services to students with autism
- Notify assign coordinator and program supervisor of the needs of campuses
- Disseminate information regarding policies and procedures developed by the Department of Special Education Services
- Provide support to school personnel in order to ensure compliance with local, state and federal special education policies and procedures throughout the district

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Applications will be accepted beginning **Friday, June 28, 2019 12:00 AM** (Central Standard Time)

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Organizational Management

- Provide assistance with the organizational needs of the Special Education Department
- Support the organizational needs of campuses, upon request

The Behavior Analyst's Role in Student Achievement

- Support the creation and implementation of special education services on school campuses, in support of academic, behavior and skill development in students with autism
- Provide assistance to teachers and school administrators in the creation of a school climate that effectively manages student behavior in accordance with the Student Code of Conduct and Student Handbook
- Take all necessary and reasonable precautions to protect students, equipment, materials and facilities

Professional Learning

- Create and deliver staff development presentations to paraprofessionals, teachers and campus administrators on topics related to autism
- Attend in-service training in order to maintain current knowledge, understanding and skills appropriate to job assignment

Qualities of an Effective Behavior Analyst

- Use effective communication skills, written and oral, to present information accurately and clearly to students, parents and staff
- Maintain a professional relationship with colleagues, students, parents and community members
- Maintain familiarity with current trends in the areas of curriculum and autism
- Keep informed of and comply with state, district, and school regulations and policies for staff, including daily attendance, punctuality and confidentiality
- Compile, maintain and file all reports, records and other required documents
- Attend and participate in Special Education Department meetings and serve on committees, as required
- Comply with the Texas Educators' Code of Ethics

Supervisory Responsibilities:

Supervision of students on occasion

Equipment:

Computer, computer software programs and peripherals, copier, fax and other equipment applicable to position

Working Conditions:

Mental and Physical Demands:

Maintain emotional control under stress; work with frequent interruptions and deadlines; frequent walking, standing, stooping, bending, pulling and pushing; occasional lifting and carrying 10-25 pounds; lifting and carrying 25-40 pounds with assistance; infrequent lifting and carrying more than 45 pounds with assistance; pushing/pulling 10-35 pounds sporadically; assisting non-ambulatory students; frequent driving within district

Environmental Factors:

Frequent exposure to: temperature extremes (hot and cold), humidity extremes, noise, low or intense illumination, vibration. Occasional exposure to: biological hazards (communicable diseases, bacteria, insects, mold, fungi, etc.)

It is the policy of San Antonio ISD not to discriminate on the basis of race, color, religion, national origin, age, sex, gender identity, gender expression, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended, and SAISD's board policies DIA, FFH, and FFI.

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| <i>Primary Location</i> | SPECIAL EDUCATION DEPARTMENT |
| <i>Salary Range</i> | \$60,545.10 / Per Year |
| <i>Shift Type</i> | Full-Time |

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