

Board Certified Behavior Analyst (BCBA) (Full Time)

TLC's mission is to empower individuals of all abilities to live their fullest life. Through a collaborative and engaging process throughout the organization, we have created the first three years of our strategic plan called Building Possibilities. Focused on three pillars: Quality, Access, and Equity, we are working toward a 20-year vision to create pathways to a world of possibilities. Founded as Tammy Lynn Center in 1969 by three local families committed to creating better options for their children, we are building on a 53-year history of serving individuals of all abilities and all ages and their families in Wake County.

TLC currently serves over 700 children and adults and 1,800+ of their family members – parents, siblings, and family caregivers. By 2040, our community will have an estimated 38% increase in people living with an intellectual or developmental disability (I/DD).

Minimum Education/Experience: Board Certified Behavior Analyst Certification is required. A Master's Degree in a Human Services related field, from an appropriately accredited institution recognized by the Department of Education is required. Minimum three years of experience working with children and adults with intellectual/developmental disabilities and ONE year of experience working with persons with autism or other spectrum-related disorder preferred.

Essential Job Functions:

- Provides behavioral support services for individuals served and their families to ensure the behavioral needs of all individuals are adequately addressed.
- Conducts initial assessments and as-needed re-assessments to provide the highest quality therapy.
- Able to perform functional assessments of behavior and develops behavior support plans, with a psychologist's supervision, for individuals with autism and other disabilities.
- Completes clinical reports, progress notes, and data summaries in a timely and compliant manner.
- Conducts professional development activities and in-service training for staff and families on ABA and other relevant topics.
- Monitors, consults, and coaches parents and staff in the assessment and implementation of behavioral goals.
- Encourages family involvement and supports the child-family relationship.
- Keeps up to date with local and national trends, as they relate to early childhood education, autism, evidenced-based intervention modalities, and behavioral services.
- Follows established child abuse reporting requirements (Mandated Reporter).
- Compiles and maintains observations, documentation, and evaluation for each individual served to promote growth and development, and for planning activities to suit each individual's needs in a unique way.
- Maintains authorization for services ensuring not to provide services without authorization.
- Documents billable and non-billable services in medical records.
- Maintains HIPPA compliance and confidentiality.

- Maintains BCBA Certification.
- Serves as a clinical consultant and subject matter expert, to provide advice for the agency's care management service, in accordance with TLC's care management policies.

Supervision:

- Provides direct supervision, training and professional support to Board Certified Assistant Behavior Analyst(s), Autism Technicians, Registered Behavior Technicians and Behavior Interns to ensure the delivery of the highest quality service and to provide a safe environment for every individual.
- Evaluates staff in accordance with established procedures and completes annual performance reviews.
- Ensures staff maintains required certification and documentation to meet state and local licensing requirements for employment.

Hours/Days of Work: Weekly schedule must be flexible to meet the needs of the individuals and families served, be available to address unexpected consultations for families and staff, committee and provider meetings when necessary, and other "off" hour meetings with local and state groups. This is a full-time, salaried position and can require more than 40 hours per week, including nights and weekends, depending upon family and agency needs (Exempt).

Benefits: Exempt position, \$70K - \$80K annually; Excellent health and retirement benefits package includes medical, dental, vision, life, STD/LTD, paid holidays, PTO, Supplemental Group Insurance, EAP, and 403b retirement plan.

Supervisor: Licensed Psychologist, Director of Community Based Services

TLC is an equal-opportunity employer and welcomes applications from anyone qualified. Please visit our website at www.nctlc.org.