



## THE ARC OF CENTRAL ALABAMA JOB POSTING NOTICE

<b>Job Title: Director of Positive Behavior Support</b>	<b>Job Code: DPBS03222018</b>
<b>Department: Behavior Support</b>	<b>FLSA Status: Exempt</b>
<b>Reports to: Chris Stewart, CEO</b>	
<b>Work Schedule: Fulltime Day Mon-Fri- 8am-5pm, OT as Needed; Must be Flexible</b>	

**The Arc of Central Alabama which serves individuals with intellectual and developmental disabilities, is seeking a highly motivated person to provide leadership and supervision of positive behavior support that is provided through the various Arc programs. The person will be responsible for ensuring that positive behavior support plans are developed and implemented with individualized goals consistent with evidence-based Applied Behavior Analysis methodologies as well as ensuring that the initial and ongoing assessments (such as Behavioral Functional Assessments, preference assessments, etc.) necessary for plan implementation are conducted. Responsibilities also include training staff in utilizing positive behavior support plans to ensure that programs are carried out with integrity to reduce maladaptive behaviors as well as increase adaptive/appropriate skills**

### **Job Duties: *Essential Roles and Responsibilities Include:***

1. Provides clinical supervision, management oversight, professional development and work direction to BCBA's as well as those seeking certification through the Behavior Analytic Certification Board (BACB) to meet clinical staff certification/licensing requirements.
2. Oversees systems to monitor/review clinical programs to ensure optimal utilization of services and resources, to document that provision of direct care and clinical supervision is consistent with the service guidelines for all cases.
3. Tracks direct and indirect client sessions to ensure that services are provided to the full extent of the authorization for each client.
4. Provide at minimum weekly individual meetings and quarterly evaluations for all staff in the Behavior Support Department to review employee goals and performance while giving feedback and training for development.
5. Lead clinical staff meeting once/month to review caseload data & review relevant literature as a department.
6. Provide field based checks of behavior analysts, monitor adherence to policy and



- procedures, and monitor schedules.
7. To oversee the research, development, and the implementation of Behavior Support Plans to reduce targeted/maladaptive behaviors as well as increase adaptive/appropriate skills.
  8. Review and sign off on Level 2 & 3 provider work prior to implementation.

**Knowledge, Skills and Abilities Required:** Master's in Psychology or related field,

Board Certified Behavior Analyst, Alabama Licensed Behavior Analyst; Five years of related professional experience working (minimum two years' experience in a supervisory role)

**Physical Requirements:** This position requires frequently standing; walking; hand dexterity; reach with hands and arms; climb or balance; stoop; kneel; crouch; or crawl; and talk; or hear. The employee is occasionally required to sit. The employee must frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

Email resume or application to: [jobs@arcofjeff.com](mailto:jobs@arcofjeff.com) or complete application and apply in person at 6001 Crestwood Blvd, Birmingham, AL 35212.

**EOE/M/F/Vet/Disabled**