



**WELLESLEY PUBLIC SCHOOLS**  
**Wellesley, MA**  
**Job Description**

**Title:** Board Certified Behavior Analyst (BCBA)

**Job Summary:** The BCBA is responsible for ongoing supervision of the ABA programming of students with Autism Spectrum Disorders. This includes developing student-specific behavior plans to decrease challenging behaviors as well as curricula to teach new skills.

**Performance Responsibilities:**

- The BCBA is responsible, along with the special educator, for monitoring student progress, including creating data sheets, graphing data, and modifying programs based on the data.
- The BCBA consults regularly with other team members, including the special educator, student support instructor (SSI), administrators, and parents.
- The BCBA provides clinical support to the Intensive Learning Programs (ILPs).
- The BCBA provides regular supervision, through observation and feedback, to the SSIs who provide services in both the school and home settings.
- The BCBA co-observes students as needed, attends team meetings and assists in the development of IEPs and progress reports.
- The BCBA conducts assessments, including home assessments and Functional Behavioral Assessments to determine appropriate behavioral interventions based on the function of students' behaviors.
- The BCBA also conducts evaluations in the areas of social and behavioral functioning as part of students' three-year re-evaluations.

**Qualifications:**

- Classroom experience and college degree required. BCBA Certification required. Master's degree in Applied Behavior Analysis or related field preferred.
- Diversity is a core value of WPS. We are committed to building and sustaining an inclusive school environment for all and seek to hire team members who will enrich our diversity.
- A strong commitment to helping a wide variety of culturally diverse students achieve their full potential.
- Ability to support the development of culturally responsive programs and activities that promote student engagement, family engagement, community involvement and a positive school climate.

**Work Year:** In accordance with the terms of the Unit A collective bargaining agreement

**Salary/Benefits:** In accordance with the terms of the Unit A collective bargaining agreement

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk, and/or hear. The employee is occasionally required to move throughout a building; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands or arms, climb or balance and stoop.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The employee is required to have the cognitive ability and focus to manage multiple detailed tasks at once with frequent interruptions.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

Work is performed in an educational environment. Majority of the work is performed in a moderately noisy environment with frequent interruptions.

**Non-Discrimination Statement:**

Applicants for employment are considered without regard to age, physical, mental or psychiatric disability, genetics, race, religion, sex, sexual orientation, gender identity, marital status, national origin, or military status.