

Position Description: Program Services Consultant

Board Certified Behavior Analyst®

Summary of Position:

The *Program Services Consultant*, a Board Certified Behavior Analyst® (BCBA®), provides leadership in collaboration with an interdisciplinary team to provide a holistic model of service delivery to individuals identified with autism spectrum disorder, as well as other developmental, intellectual, learning, and behavior disorders and delays. The *Consultant* will focus on integrating goals from all lines of intervention, education, and therapy providers, incorporating evidence-based interventions and data-based decision-making across providers and caregivers, with the foundation of all treatment decisions based on the individual's unique learning needs and preferences. As a member of a multidisciplinary team, the *Consultant* ensures services are delivered in a fully integrated approach in collaboration with early childhood centers, preschools and related early intervention centers, schools, and a variety of other service programs. Given consistent performance, options for hybrid work models are embedded into the model as well. *Participate in an innovative mentorship model enhancing a variety of skills development to support a journey of lifelong, continuous learning and growth, bridging gaps in service delivery, and conducting applied research.*

Role:

The *Program Services Consultant* will serve to complete comprehensive multi-disciplinary assessments, develop integrated treatment plans, and monitor progress across service providers and delivery models, coordinating care among all members of the individual's team, providing staff development and supervision of *Coordinators, Specialists and Providers*. The *Consultant* will ensure consistent, meaningful, and values-based alignment in services delivered through ongoing caregiver collaboration with the family serving as the guide to ensure enhanced quality of life and all attain optimal outcomes in growth and development. Team members will rely on their BCBA® to assist in overcoming challenges, researching to address all questions about their day-to-day client interactions, as well as programming and data collection to guide all decisions and ensure fidelity of implementation to adhere to applied research protocols. Solid communication skills and openness to feedback are essential in the role of consultant and coach. The *Consultant* should be organized, and self-sufficient to successfully perform in this role.

Responsibilities:

- Assess individuals served utilizing a wide variety of curriculum-based, norm-referenced, and standardized measures to develop treatment recommendations and monitor progress through a holistic paradigm.
- Supervise a caseload of clients and a team of direct service providers, to include collaboration with outside healthcare providers, therapists, educators, and caregivers to create alignment across services.
- Collaborate with caregivers, educators, and other service providers to develop a comprehensive, integrated plan of care delivered across service delivery models that incorporates evidence-based practices and a consistent method for data collection.
- Lead care coordination initiatives through interdisciplinary team meetings, comprehensive record reviews, conducting structured observations, interviews, progress monitoring, formal and informal discussions to review progress across providers and identify solutions to improve skill acquisition and reduction in complex behaviors.
- Ensure educational, therapeutic, and medical documentation protocols are complied with by all team members, and family members, in accordance with established organizational procedures, payor guidelines, industry standards, requirements for educational services, and research guidelines.
- Provide ongoing monitoring and supervision of team members, to include staff coaching and supervision for direct care staff; supervision and mentorship to students of behavior analysis; coaching and support to other educators and service providers; developing and presenting staff development and parent coaching materials; and ensure continuous, consistent progress monitoring to guide decision-making in an applied research model.

Position Requirements:

- Completion of a master's degree in psychology, special education, human development, or related health and human services field; certified as a BCBA®/BCBA-D® with the Behavior Analyst Certification Board® (BACB®).
- Maintain requirements for ongoing certification and practice according to the BACB® standards and Ethics Code, for behavior analysts, to include ongoing continuing education to improve and expand scope of practice.
- Analytical skills necessary to synthesize a variety of clinical, educational, medical, and social data from a variety of providers, as well as formative and summative assessments to determine appropriate interventions and monitor effectiveness of programs through well develop clinical decision-making skills.
- Demonstration of Professional Leadership Skills, Servant Leadership Models, Emotional Intelligence, Problem-Solving Skills & a Growth Mindset with a strong interest in applied research.
- Ability to use and remain adaptable to a variety of technology programs, to include Microsoft 365 Platforms and Dashboard Development tools for continuous monitoring to inform a variety of research initiatives.
- Two years of postgraduate clinical experience preferred but not mandatory.