



601 Catocin Circle, NE  
Leesburg, VA 20176  
Tel: 703.777.1939  
Fax: 703.777.1935  
thearcofloudoun.org

We're HIRING for a **Board Certified Behavior Analyst** to join The Aurora School within The Arc of Loudoun in Leesburg, VA! Ideal candidate is an experienced BCBA professional and collaborative leader with exceptional organization, problem solving, communication and writing skills. If you have the passion for working in an innovative learning environment with students with special needs, this may be the job for you. Exciting opportunity to be a part of a dynamic organization!

The Aurora School is a 12-month day program that provides a collaborative and innovative learning environment for students for students 5-22 years of ages with Autism and other developmental abilities. For more information visit [www.thearcofloudoun.org](http://www.thearcofloudoun.org).

**Reports to:** The Director of The Aurora School with indirect management of Director of Clinical Services

**Board Certified Behavior Analyst (BCBA) Summary:** Providing leadership and organizational management in the following areas: student educational programming; behavior interventions; staff development; classroom management; and parent training.

#### **Job Responsibilities**

- Responsible for the success of all student programs and ABA instructors' delivery of service
- Evaluate, develop, and implement services for students educational programming and behavior interventions
- Produce written products free from error
- Track daily data using daily collection program
- Develop and maintain behavior plans
- Work within IEP administrative process to ensure essential deadlines are met, as well as write appropriate goals
- Work collaboratively with others, such as parents, OTs, SLPs, BCaBAs, and Directors
- Evaluate and provide ongoing feedback and trainings to staff
- Mentor for all ABAs; time spent weekly critiquing teaching procedures and data collection
- Work directly with students with disabilities and behavior issues daily
- Meet essential deadlines within data reporting process
- Provide supervision to BCBA/BCaBA candidates
- Implement Professional Crisis Management (PCM) Techniques after completing and receiving a passing score on the training components
- Flexible with daily routines
- Implement Community Based Instruction (CBI) to help students generalize skills
- Other job related duties and responsibilities assigned by the supervisor

#### **Qualifications Required**

- 2 or more years of leadership and organizational management, preferably in ABA
- Experience within an ABA environment, working with children and adolescents with special needs, including Autism

- Ability to work with students having high intensity/aggressive behavior issues
- Sound understanding of the Principles of Applied Behavior Analysis (ABA) and Verbal Behavior
- Good time management and organizational skills
- Excellent written and oral communication skills
- Data driven problem solving and decision making skills
- Proficiency in Microsoft Office, including Word and Excel
- Knowledge of and experience with transition services
- Knowledge and experience with assistive technology, including pictures
- Special Education background preferred
- Familiar with sign language preferred
- **Education:** Bachelor's Degree
- Master's Degree in Applied Behavior Analysis, Psychology or Special Education preferred
- **Certification/License:** BCBA - or in process of- (or BCaBA); VA License as Behavior Analysis or Assistant Behavior Analysis (through the VA Department of Medicine)

### **Professional Development and Training**

- Maintain BACB Certification (and Virginia Licensure if applies)
- Seek out necessary resources to maintain current in trends and research about topics related to the field, including ABA and Autism
- Attend all mandatory staff and team meetings
- Attend program and company trainings and professional development opportunities , as required
- Participate in annual Prevention Crisis Management training

### **Physical Requirements**

- Standing and walking for extended periods of time
- Effectively implement and physically implement PCM procedures (when trained)
- Frequent change in position from sitting to standing to walking
- Ability to bend, reach, and hold objects

### **Benefits**

- Full employee covered health and dental insurance, and voluntary vision plan
- Employer paid Life/AD&D, Short- and Long Term disability
- Flex spending accounts with employer contribution to healthcare FSA
- Employee sponsored 401(k) plan
- Paid sick and personal days, along with paid school holidays and closures (we follow LCPS holidays)



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Interested in being our Board Certified Behavior Analyst (BCBA)? Please submit your resume and cover letter explaining why you are a great fit for this role, along with salary range expectation to Director of The Aurora School, Amy Metaxa, ametaxa@thearcofloudoun.org. We will reach out to those whose qualifications best meet our requirements. Thank you!

The Arc of Loudoun is an Equal Opportunity Employer.