



# support solutions



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Or email your resume to: [rthomson@supportsolutionsms.com](mailto:rthomson@supportsolutionsms.com)  
or [wrogers@supportsolutionsms.com](mailto:wrogers@supportsolutionsms.com)

Support Solutions seeks talented, gifted, and creative individuals to add to our current dynamic team of **Board Certified Behavior Analysts** in the **Knoxville, TN** area. If you are ready to become a contributor to an industry leader in the field of Intellectual Disabilities, we encourage you to apply to become a valued team member. We are looking forward to having someone like you to lead us into the future! Company Benefits listed below:

**INCENTIVES: \$3,000 Signing Bonus (paid after 90 Day Introductory Period)**

**CONTINUING EDUCATION: Up to \$1,500 per year**

Generous PTO  
Competitive Wages  
8 Paid Holidays per year  
401K Program  
Medical Insurance  
Prescription Drug Coverage

Dental Insurance  
Vision Insurance  
Employer Paid Short-term Disability  
Life Insurance  
Employee Assistance Program  
Bereavement and Jury Duty

## Job Description

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### ESSENTIAL FUNCTIONS:

- Providing on-going behavioral services to referred SSMS supported persons as identified in the ISP and BSP.
- Training direct support staff or unpaid caregivers to carry out the approved behavior support/maintenance plan developed by the behavior analyst or in conjunction with the behavior analyst;

- Observing staff and service recipient behavior for correct implementation (reliability) of the behavior support/ maintenance plan and completing retraining as needed;
- Observing service recipient behavior to determine effectiveness of the behavior support/maintenance plan or crisis prevention plan and consulting with the behavior analyst when behavior support/maintenance or crisis prevention plan changes are needed; and
- Serving as the behavioral analyst for SSMS and provides on-site assistance and training in a difficult or crisis situation.
- Coordinating all behavioral restrictions for SSMS supported persons on their caseloads. Provide similar support for non-SSTN supported persons as requested.
- Maintaining a process for ensuring the follow-up of all behavioral health appointments for SSMS Supported Persons.
- Ensuring the timeliness and quality of all documentation related to behavioral support services and ensures the accuracy of documentation respective to billing
- Maintaining effective customer relationships with state officials, ISCs, supported persons and their families/ conservators, SSTN employees and other behavioral support professionals.
- Completing all tasks as assigned by the Regional Director, Chief Clinical Officer and the Chief Executive Officer.
- Participating in the Incident Management Committee and assisting with the Risk Assessment Process.
- Maintaining personal training as required by DIDD
- Serving as advisor to SSTN Leadership regarding behavioral issues
- Effective communication with Program Coordinators and other agency personnel involved in the care of supported persons.

## **MINIIMUM REQUIREMENTS:**

The Behavior Analyst must meet the credentialing requirements for the State of Operation (TN, AR, NC, GA, KY, etc.). Chosen candidate, if they do not possess the BCBA, must be willing to pursue and complete the certification in the time period specified in the offer letter. Successful candidates must meet the following qualifications:

- Currently hold or be eligible to test for the BCBA certificate.
- Completion of a Master's degree in one of the behavioral sciences or in an alternative discipline, and acceptable field work and experience equivalent to one year of full-time behavioral therapy or behavioral modification for the behavioral sciences and two years for those with a degree in an alternative discipline; and
- Certification by the Behavior Analyst Certification Board (BACB) as an Associate Behavior Analyst.