International Leadership of Texas

The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

Job Title: Registered Behavior Technician (RBT) Apprentice
Exemption Status/Test: Exempt
Reports to: Campus Principal, Board Certified Behavior Analyst (BCBA), Special Education Director, or Designee
Date Revised: 09/2025
Dept./School: ILTexas– Campus Assignment

Primary Purpose:

The RBT Apprentice is an entry-level position designed for individuals pursuing certification as a Registered Behavior Technician (RBT). Under the direct supervision of a Board Certified Behavior Analyst (BCBA) and in collaboration with classroom teachers and special education staff, the apprentice will receive training and guided practice in implementing Applied Behavior Analysis (ABA) strategies in a school setting. The goal of this role is to support students with autism and other developmental or behavioral needs while developing the apprentice's professional skills toward RBT certification.

Qualifications:

Education/Certification:

High school diploma or equivalent; some college coursework preferred.

Commitment to completing RBT certification within the school year.

Special Knowledge/Skills:

Required:

Interest in working with children with autism or developmental disabilities.

Strong interpersonal skills and ability to collaborate with a multidisciplinary team.

Patience, empathy, and ability to remain calm in challenging situations.

Preferred:

Experience working with children in a school, childcare, or clinical setting.

Coursework in psychology, education, special education, or related fields.

Bilingual skills (as needed by the student population).

Experience:

Major Responsibilities and Duties:

Work under the supervision of a BCBA to implement individualized behavior intervention plans (BIPs) and skill acquisition programs.

Collect and record accurate data on student behavior and skill development.

Assist teachers and special education staff with behavior supports in the classroom, cafeteria, playground, and other school environments.

Participate in ongoing training and competency assessments related to ABA principles and ethical guidelines.

Support students in developing communication, social, academic, and daily living skills.

Use proactive strategies to encourage positive behavior and minimize challenging behavior.

Maintain confidentiality and adhere to professional, ethical, and legal standards at all times.

Attend scheduled supervision meetings, team meetings, and required training.

Complete documentation and tasks necessary for RBT certification requirements.

Additional Duties:

Any and all other duties assigned by immediate supervisor.

Mental Demands/Physical Demands/Environmental Factors:
Posture: Prolonged standing; frequent kneeling/squatting, bending/stoop, pushing/pulling, and twisting
Motion: Frequent movement (bending, standing, kneeling, or sitting on the floor) to support student needs.
Lifting: Frequent moderate lifting and carrying (15–44 pounds)
Environment: Ability to work indoors and outdoors with students. May be required to toilet train a student.

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by Date

Received
by _____ Date _____