



Notice of Job Vacancy #26-028

Posting Date: July 11, 2025

Position: Behavior Support Consultant serving **Berkeley County Schools**

Employment Term: Full-Time / 200 days per fiscal year

Salary: Based upon the [FY'26 EPIC Professional Pay Scale](#) with years of experience and education

Position Overview: The Behavioral Support Consultant is a professional who practices under the close supervision of a Board-Certified Behavior Analyst (BCBA). This role focuses on implementing behavior intervention plans and supporting students with behavioral, emotional, and developmental challenges in school settings while teaching school staff how to implement strategies.

The consultant plays a critical role in promoting student success by providing direct behavioral support, coaching instructional staff and parents, and ensuring the effective implementation of evidence-based strategies. Working collaboratively with school teams, the consultant maximizes student access to educational opportunities in the least restrictive environment.

Qualifications:

1. Bachelor's Degree Preferred in teaching or Applied Behavior Analysis, Special Education, Psychology, or a related field
2. Completion of a 40-hour training program approved by the BCBA
3. Successful completion of the RBT Competency Assessment and RBT Exam
4. Strong communication, observational, and problem-solving skills
5. Ability to work effectively with children and individuals with autism or other developmental disorders
6. Registered Behavior Technician (RBT) certification required or willingness to obtain certification
7. Minimum of three years of experience working with students with special needs (Preferred)
8. Experience in a public school setting preferred
9. Coursework in Applied Behavior Analysis (ABA) preferred

Applicants who have been dismissed or who have had their contracts non-renewed for cause by any school system, who have recent unsatisfactory evaluations by any school system, who demonstrate unsatisfactory interview performance, and/or who receive unfavorable reference recommendations from related work experience will not be eligible for consideration for employment with EPIC.

Duties and Responsibilities:

In collaboration with the county Board Certified Behavior Analysts (BCBAs), the consultant will:

1. Train, mentor, and support instructional staff in implementing evidence-based behavioral strategies.
2. Enhance the skills of special and general education teachers in supporting students with behavioral and emotional needs.
3. Conduct Functional Behavior Assessments (FBAs) to identify the underlying causes of challenging behaviors.
4. Develop and implement Behavior Intervention Plans (BIPs), coaching teachers and staff on effective strategies.
5. Train teachers in data collection procedures and monitor student progress through routine documentation.
6. Support teachers in adjusting behavioral programming and instructional strategies based on data analysis.

7. Provide ongoing staff training in school-wide positive behavior strategies to promote a supportive learning environment.
8. Assist with crisis prevention and intervention, ensuring safety and de-escalation procedures are followed.
9. Offer specialized training and support to staff working in autism and behavioral disorder classrooms.
10. Provide guidance, coaching, and training to county Registered Behavior Technicians (RBTs) to ensure best practices are followed.
11. Implement Behavior Intervention Plans (BIPs) designed by a BCBA.
12. Provide direct one-on-one or group behavioral interventions to students.
13. Collect and record data on student behaviors and treatment progress.
14. Assist in conducting skill acquisition and behavior reduction programs.
15. Communicate with students, families, and supervisors regarding progress and concerns.
16. Follow ethical and professional standards as set by the Board-Certified Behavior Analyst (BCBA).
17. Perform other duties as assigned.

Additional General Requirements:

1. Expertise in Applied Behavior Analysis (ABA) principles and strategies
2. Strong written and verbal communication skills for effective collaboration
3. Advanced skills in behavioral assessment, intervention planning, and positive behavior support
4. Proficiency in data analysis and progress monitoring
5. Ability to work collaboratively with interdisciplinary teams
6. Experience supporting students with autism, emotional/behavioral disorders, and intellectual disabilities

Job performance is evaluated by the Office of Special Education and can be placed in the personnel file at the Central Office. The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of duties performed by this position. Additional duties may be assigned by the Special Education Administration, EPIC Administrator and/or their designee.

Reports To: Special Education Administration, with direct oversight of the BCBA/Behavior Specialist; EPIC Administrator

Conditions of Employment: Recommended by the EPIC Administrator; Confirmed by the EPIC Regional Council

Start Date: August 2025

Application Process: You may submit your application one of two ways:

Online application can be made via Teach-In West Virginia Application System by clicking on the link below:

[Use this link to go to the online application system.](#)

Hard copy EPIC application can be found by [clicking on this link.](#) Once completed, you may submit it along with your credentials to EPIC one of the following ways:

[Use this link to upload your application to our secure portal.](#)

Mail to 109 South College Street, Martinsburg, WV 25401 Attention: Human Resources
Fax to 304-267-3599 Attention: Human Resources

This posting will remain open until filled or no longer needed.
The Eastern Panhandle Instructional Cooperative is an Equal Opportunity Employer.