



Behaviour Consultant (BC)

We are currently seeking candidates for the position of **Behaviour Consultant (BC)** to join our team in **Fredericton, NB**.

Our Behaviour Consultants (BC) are highly valued clinical team members who report to a Clinical Supervisor (CS). They are responsible for onboarding caregivers to VIVA, conducting assessments, creating personalized learning plans (PLPs), developing programs, monitoring, documenting, and communicating client progress, so that each child reaches their full potential and has enhanced quality of life. Behaviour Consultants train and supervise Lead Therapists and Behaviour Interventionists and collaborate with community partners and support children as they transition to school.

The hours of work for this position are 40-hours per week, Monday to Friday, between 8:00 am - 5:00 pm. Hours may vary dependent on needs.

Key accountabilities include but not limited to:

Conducting intake activities to onboard caregivers to VIVA and develop the Personalized Learning Plan (PLP)

- Onboarding families to VIVA and building rapport with caregiver and child.
- Obtaining consents and completing Location of Safety Service Guide
- Completing caregiver interviews to assess the child's strengths, needs and the family's priorities.
- Conducting and summarizing provincially mandated assessments (CALI) and other assessments (e.g., BHI)
- Developing PLP with the caregiver and completing the collaborative practice documents for learners receiving therapy in an ELC.

Developing and implementing therapy programs for clients based on the PLP plan

- Developing different programs (operant/natural, skill acquisition and, skill-based treatment) in alignment with the PLP for the learner and the caregiver.
- Ensuring all children have a general or individualized universal protocol (UP)
- Completing therapy probes to determine how to teach a program including teaching strategies, procedures, and targets.
- Creating data collection systems and using progress monitoring tools to analyze progress and determine priorities for support during visit.
- Documenting the child's progress, actions and data-based decisions on clinic notes using parent friendly language.
- Following regional process map procedure for problem behaviours to maintain safety, dignity, and rapport.

Collaborating and communicating with caregivers, Early Learning Center (ELC) staff and other community partners

- Supporting caregivers with PLP goals and collaborating with ELC staff on caregiver goals that pertain to this setting.



- Collaborating with other community partners (e.g., S-LPs, OTs, etc..) to learn how best to work together to support each child.
- Actively listen to ELC staff, LT, BI and caregiver's concerns and attempt to resolve issues in a timely manner.
- Respond to all emails and phone calls within 2 business days.

Providing supervision to evaluate, support and train

- Providing training and support to Lead Therapist (LT), and Behaviour Interventionist (BI) using Behaviour Skills Training (BST) strategies.
- Completing Session Observation Feedback Forms (SOFF) to regularly evaluate BIs and LTs to ensure clinical quality.
- Provide and receive feedback to foster growth and development of LT and BI.

Developing and Maintaining Clinical Documents

- Updating the PLP on an ongoing basis
- Developing, maintaining and ensuring clinical documents are kept up to date (PLP, clinic notes, collaborative practice plans, and assessments)
- Ensuring communication is logged and maintained in the client file
- Conducting administrative duties related to provincially mandated documents (e.g., service level agreements, appendix E and K).
- Preparing monthly schedules (on Practice Perfect and client calendars) for learners to provide to caregivers and ELC staff
- Managing client attendance.
- Implementing and adhering to all VIVA policies and procedures (clinical, administrative, human resource and health and wellness, etc.)

Supporting school transitions

- Facilitating successful transitions into school by supporting child and caregiver with all pre-kindergarten activities.
- Preparing transition reports and facilitating meeting and observations to help prepare the child, caregiver and school team for the school transition.
- Supporting child as they transition to school by collaborating with school personnel and sharing relevant reports, materials, programs, and strategies.

The ideal candidate will demonstrate the following:

Education and Experience

- Have completed a Bachelor's Degree in social sciences, health sciences or education.
- An equivalent combination of education, skills, and experience may be considered.
- Have experience working with preschool-aged children with autism spectrum disorder in the field of ABA

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- A clear criminal record check, vulnerable sector check, and Social Development screening within the past five years.
- Bilingualism (French and English) is an asset
- Valid Driver's license and access to a vehicle as travel is required.
- Proficient computer skills (Word, Excel, Teams, etc.)

Leadership Skills

- Excellent verbal, nonverbal, and written communication skills.
- Ability to resolve conflicts and have critical conversations
- Excellent ability to coach, train, and empower employees.
- Strong organizational skills, ability to prioritize work tasks, adhere to proactive plans and complete work in a timely manner.
- Strong critical thinking, data analysis and problem-solving skills.
- Seeks out and applies feedback as an opportunity to learn and grow

Attributes

- Embraces VIVA values of quality, integrity, dignity, diversity, teamwork, and joy for both our employees and our clients.
- A high level of commitment towards ongoing professional learning
- A high level of emotional intelligence (self-awareness, self-regulation, empathy, and strong social skills)
- The ability to develop and maintain strong working relationships with peers, direct reports, supervisors, and community partners.

We Offer:

- Competitive salary
- Comprehensive group benefits plan
- Travel expenses
- Vacation and personal leave
- Cellphone allowance
- Continuing education opportunities
- Quarterly incentives for goal achievement

Interested applicants are invited to send a cover letter and resume to: Madan.Khan-Thakuri@vivanb.ca

Application deadline: August 29, 2025

We thank all applicants for their interest; only those selected for an interview will be contacted.