



**SKYBOUND
THERAPIES**



SKYBOUNDER INFORMATION PACK

October 2024

INVESTORS IN PEOPLE™
We invest in people Standard
Rydym yn buddsoddi mewn pobl Safon

SKYBOUND THERAPIES

INTRODUCTION



Thinking of becoming a Skybounder?

Welcome to our Recruitment Information Pack! We are thrilled that you are considering joining our team of dedicated professionals who are committed to improving the lives of our clients.

We are proud of our team's passion for helping others, and we are constantly striving to maintain a positive and supportive work environment that encourages growth, learning and collaboration. We are always on the lookout for talented individuals who share our passion for excellence.

In this pack you'll find detailed information about our company culture, our vision and the Behaviour Technician role. We encourage you to read through this pack carefully, and to consider how your skills, experience, and values align with our company's mission and vision.

Risca

Founder

SKYBOUND THERAPIES

WHAT'S IN THIS PACK?



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INVESTORS IN PEOPLE

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ABOUT US

WHO WE ARE AND WHAT WE DO



Skybound Therapies provide specialist services for children, adolescents and adults across the UK, Europe and further afield.

We provide a wide range of therapy services including Applied Behaviour Analysis, Positive Behaviour Support and Acceptance and Commitment Training to individuals of all ages and backgrounds.

At the heart of Skybound is Risca and her foster brother Dan. When Dan joined the family aged 4 with autism and challenging behaviour, it was the start of a life-changing journey for Risca and her family. Risca went on to launch Skybound in 2012 in response to many requests for help from viewers of her YouTube channel.

Our Therapy Centre is based on a family-owned farm in a discrete rural setting in Pembrokeshire. At the Centre we provide services for local clients, as well as those who travel to us from all over the UK and abroad.




ABOUT US


WHAT OUR SKYBOUNDERS SAY




Our team affectionately refer to themselves as 'Skybounders', here's what they say about working here:


 What gives you a sense of accomplishment in your work?


Officevibe

 Seeing not only clients improve quality for life but also seeing staff members and teams improve their skills and work together to support others)


 What makes you feel that your work is connected to your organization's objectives?


Officevibe

 All our documents and supervision is linked to the values and its talked about often


 Can you explain why you respect your peers?


Officevibe

 We respect one another and that's modelled by SMT too. We all understand that we have different strengths and areas to improve on. We utilise one another's strengths


 What makes you want to recommend skyboundtherapies.co.uk's products/services?

Officevibe

 The service they provide in improving an individual's life. Skybound hold many values clearly emphasising how much they care about everyone, clients and skybounders

 What may encourage you to nominate your organization at the "best places to work" awards?

Officevibe

 Very supportive
Flexible
Encouraging with personal and professional goals
Varied experience
Opportunities to develop

ABOUT US

OUR VISION, MISSION AND VALUES



OUR VISION

Empowering people and those that support them to lead rich and fulfilling lives.



OUR VALUES

What we believe in and how we hold ourselves to account.

- 1 HELPING YOU TO IMPROVE YOUR LIFE**
We collaborate with clients, their families and their teams to develop effective, bespoke services to equip individuals with the skills to improve their lives.
- 2 SHARING KNOWLEDGE & SKILLS**
We thrive on collaboration with others to learn and share in order to develop effective services.
- 3 MOTIVATING, ENGAGING AND SOLUTION FOCUSED**
We are motivated to find ways to engage individuals, families and staff to develop creative solutions.
- 4 ALWAYS IMPROVING**
We seek new knowledge to continually improve our services and processes.
- 5 ACT WITH INTEGRITY AND ACCOUNTABILITY**
We follow policies, procedures and ethical guidelines to ensure we act with professionalism and integrity.



OUR MISSION

Skybound provides bespoke therapeutic and training services to help children, adults, their families and staff teams to achieve their potential.

OUR RECRUITMENT PROCESS



WHAT TO EXPECT

It takes something special to become a Skybounder, so we take our recruiting seriously. Due to the nature of our work, we are thorough in taking up references. If you've been in touch about a role, and assuming you are successful at each stage, then our recruitment process follows these steps:

- ✓ **Step 1** - We receive your application and send you this pack
- ✓ **Step 2** - Schedule a formal interview with 2 members of the team – we can't stress enough how important it is that you use this opportunity to actively interview us too! It's just as important that Skybound is the right fit for you.
- ✓ **Step 3** – We'll arrange a visit to one of our client's families or our Centre. The length of visit will depend upon the position. For example, for a Behaviour Technician this might be an hour and a half visit to a family, whereas a BCBA would spend a day or two with us if possible. This is an opportunity to get to meet us, ask more questions and get to know our culture.
- ✓ **Step 4** – A formal offer of employment
- ✓ **Step 5** - Onboarding with a BCBA and OBM people management



THE BT ROLE

PURPOSE AND RESPONSIBILITIES



The primary function of the Behaviour Technician (BT) is to deliver a variety of behavioural support service delivery options to meet the needs of clients diagnosed with Autism Spectrum Disorders (ASD) and/or other developmental disabilities.

The Behaviour Technician also collaborates with team members, related services providers, families, and other agencies as appropriate.

You can find out more about the role [here](#) in a blog written by one of our BT's!



THE BT ROLE

CANDIDATE REQUIREMENTS



Qualifications

Essential

- ✓ 5 GCSE's or equivalent at grade C or above, including English and Maths

Desirable

- ✓ Undergraduate degree in relevant subject such as Psychology, Sociology, Education
- ✓ Educated to A level standard
- ✓ A qualification in a field related to child development



Skills & Experience

Essential

- ✓ Strong social and communication skills
- ✓ Ability to create stimulating activities and resources to support the delivery of behavioural and educational programmes
- ✓ Good IT skills: ability to use email, an iPad, basic excel spreadsheet

Desirable

- ✓ Experience of working with children with complex needs, disabilities, autism and/or challenging behaviour
- ✓ Experience and training in VB ABA and positive behaviour support
- ✓ Experience in delivering multidisciplinary programmes incorporating life skills, academics Speech and Language Therapy and Occupational Therapy targets
- ✓ Confident swimmer
- ✓ A full UK driver's licence

THE BT ROLE

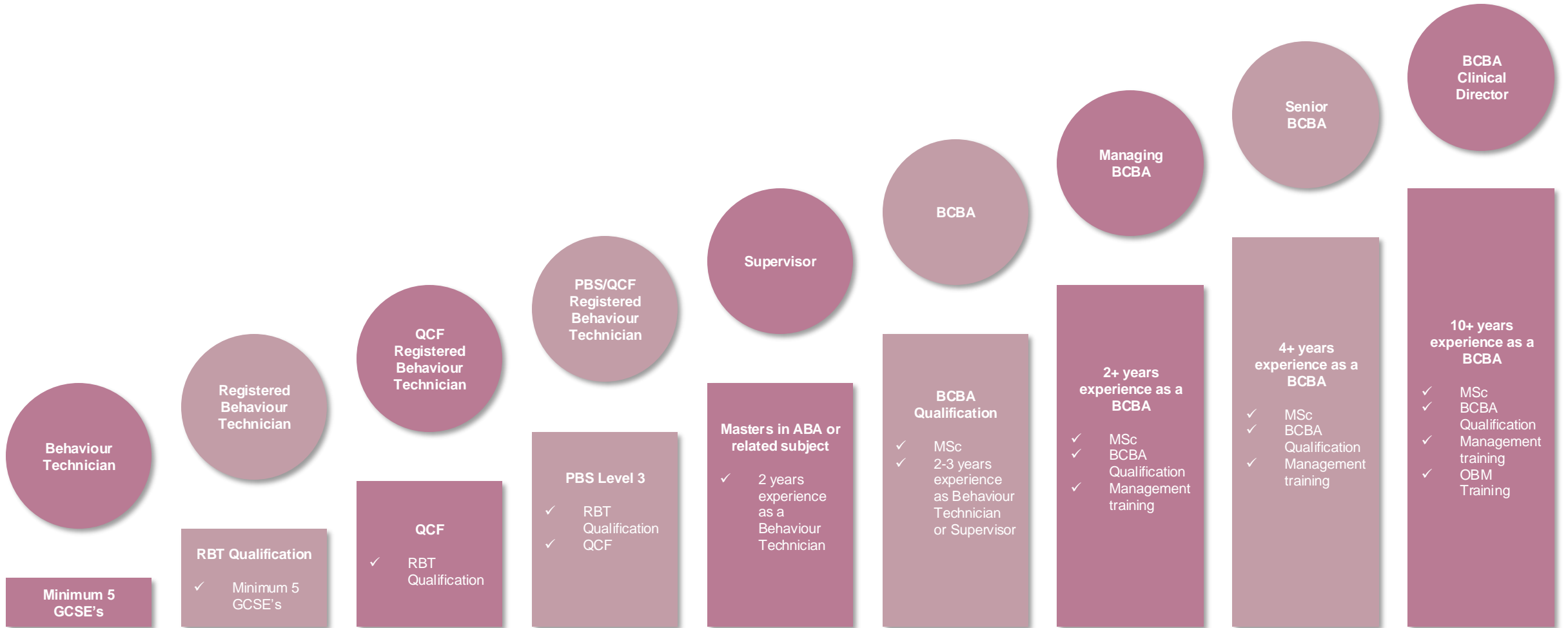
ESSENTIAL PERSONAL QUALITIES



- ✓ Commitment to promoting the Skybound's vision and ethos
- ✓ Willingness to learn new methods of teaching children with disabilities
- ✓ Compassionate and respectful of the needs of children with SEN
- ✓ Ability to work in a pressured environment
- ✓ Energetic
- ✓ Dynamic and enthusiastic
- ✓ Highly motivated
- ✓ A team player and supportive to other members of the client's team and Skybound
- ✓ Reliable and trustworthy
- ✓ Physically and emotionally resilient
- ✓ A sense of humour and a positive outlook
- ✓ Prepared to accompany client in the community including accompanying them in swimming pools
- ✓ Ability to accurately record and interpret data
- ✓ Highly organised
- ✓ Creative and playful
- ✓ Analytical

CAREER PATHWAY

TRANSPARENT DEVELOPMENT OPPORTUNITIES



LINE MANAGEMENT

BUILDING A STRONG FOUNDATION



Here at Skybound Therapies, we are all about being data driven and applying the science to all that we do.

This evidence-based practice doesn't just stop at our clinical applications but is also embedded within the line management meetings that we deliver. Within our line management, we focus on using a branch of behaviour analysis called Acceptance and Commitment Therapy (ACT).

As part of our line management role, we undertake a Supervising Dynamically course. This is an online, interactive course which allows us to learn about ACT and how to apply this in our supervision.

As a Behaviour Technician you'll be supervised by a BCBA and receive 121 supervision on a minimum of a 6-week basis.



PERFORMANCE & DEVELOPMENT

GROWING AND IMPROVING TOGETHER



Item	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Pre Therapy	1	0	0	0	3	0	3	3	3	3	3	3
Therapy	2	0	0	0	24	17	24	24	0	24	24	24
Prompting	3	0	0	0	8	8	8	8	8	8	8	8
Reinforcement Strategies	4	0	0	0	9	9	9	9	9	9	9	9
Behaviour Management	5	0	0	0	2	2	2	2	2	2	2	2
Post Therapy	6	0	0	0	6	6	6	6	6	6	6	6
Total Score /86	7	0	0	0	52	42	52	52	28	52	52	82

We've built our detailed job descriptions and expected behaviours to fully align with our values and we measure performance against these.

As a Behaviour Technician, you can expect:

- ✓ Objective feedback via therapist evaluations at least 6 times per year with your line manager (we don't believe in annual appraisals, we want to make sure we are giving you positive feedback more frequently)
- ✓ This is also a self-evaluation tool – you'll be asked in the review to think about your performance and how this fits with the behaviourally anchored rating scale (BARS)

Value 1: Helping to improve life	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Ensure safety of the client by following all risk assessments in place				
Appropriate language level (and tone) used for the client				
Promote communication of the individual you are working with				
Providing support with daily living, including bathing, and showering where required				
Supervising and supporting the client on activities that they value, which may be outside the home such as swimming or horse-riding				
Implementing Behaviour Support Plans and guidance as agreed with your Supervisor/consultant				
Listen to and take account of the family's views and wants to feed these back to the supervisor				
Consistent and accurate delivery of interventions				
Ensure to obtain consent and assent from clients				
Professionalism with parents and families (see note for details)				
Proficiency working with client specific resources, equipment and technologies.				
Effective use of clients contact time, including structuring the sessions, being well organised, and flexibility to meet the clients needs				
Treat the client and their families/stakeholders and homes with dignity, respect and cultural sensitivity(see notes for details)				
% Score for observations				
Value 2: Sharing	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Ensure professional communication with all stakeholders, in oral and written form				
Participating in relevant staff meetings and training activities				
Supporting family members to learn techniques to support client				
Attend and participate in supervision meetings				
Follows instructions in written or oral form (e.g., Slack, supervision, emails, consult notes etc.)				
Seek support to be able to share knowledge more effectively, keeping within the parameters of the Bt's role				
Complete concise session notes to share information with the team				
Feeding information back to family, consultants, and multi-disciplinary team professionally using appropriate language				
Value 3: Motivating, engaging, solution focused	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Creating a motivating work environment that is engaging, enriching and inviting				
Being proactive in the application interventions consistent with the Behaviour Support Plan				
Finding and developing the range of activities that motivate the client, by trying out new and varied activities, preferred items, activities, noises, songs that they enjoy				
Support other staff members by sharing ideas				
Collecting accurate data on client behaviours of concern and working with supervisor and consultant to support assessment of these behaviours				
Graphing the data as required by your supervisor/consultant				
Positive attitude towards barriers as challenges that can be overcome				
Liaising with your supervisor and consultant on progress, problems, concerns or new ideas and working collaboratively to build the client's programme				
Being assertive and respectful in advocating for your client and yourself				
Problem solve and resolve conflicts/agreements/personal differences				
Find and develop ways to cope with stress at work, seeking support to do so and utilising the tools on offer by Skybound				
Value 4: Improvement	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Participating in formal Supervision/Line Management Meetings and training, working with your Supervisor/Consultant to address any development needs identified in line with the supervision policy				
Completing any compulsory training required by Skybound				
Working as part of a team, seeking support from others to continue to improve together				
Seek opportunities to gain training and experience in order to expand clientele				
Being open and flexible to work with a range of clients				
Seek to understand the application of the procedures in place by asking questions				
Applying skills and principles taught during training in your role				
Seek professional improvement by recognising short comings, being open to constructive feedback and proactively responding to feedback				
Value 5: Integrity and accountability	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Follow Code of Ethics				
Ensuring the safeguarding and health and safety of the client, including maintaining a safe environment, and implementing relevant policies and risk assessments				
Completes all RBT paperwork within deadlines to achieve Registered Behaviour Technician status within 4 months				
Monitor and ensure adequate RBT supervision hours to maintain RBT status				
Completing a reporting form for any issues of concern promptly				
Recording information clearly and storing it in line with Skybound's Data Protection Policy				
Maintain records including notes, data sheets, behaviour support plans, intervention plans and procedures etc in line with Skybound policies/procedures				
Adhering to Skybound policies and procedures				
Recording your working hours accurately and submitting them on time				
Attending and contributing to Skybound Team Meetings				
Safeguarding clients				

TEAM COLLABORATION

THE SKYBOUND COMMUNITY



Although our team members may be working remotely and physically distant from one another, we believe that fostering a sense of connection and community among them is essential. To achieve this, we have implemented a range of strategies and tools:

- ✓ **Slack messaging app** - for staff communication, with designated channels including a celebration channel
- ✓ **Officevibe** – as a company we actively want to get your feed back so that we can improve things, so we have Officevibe which sends an automated weekly pulse survey where you can give anonymous feedback
- ✓ **Good Vibes** – the ability to send (and receive!) messages of praise to/from your peers
- ✓ **Skybound Staff Days** - team weekends twice a year, not only focused on bringing people together and connecting but also focused on getting everyone's input into the business. Mud may also be involved in some cases! Read about our Wellbeing Weekend [here!](#)
- ✓ **Zoom calls** – for team meetings and catch ups
- ✓ **Monthly Staff Meeting** – for all Skybound staff



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OUR COMMITMENT TO OUR TEAM



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Skybound Therapies made the final shortlist for The Award for UK Employer of the Year: Accredited in The Investors in People Awards 2022!

In a record-breaking year for entries, with over three hundred organisations involved, this is an outstanding achievement and one that everyone at Skybound is very proud of.

We are not only committed to improving the quality of life of our clients, but our team members too. Being shortlisted for this award shows our dedication to ensuring our employee engagement is of paramount importance.

The Investors in People Awards celebrate the very best organisations and individuals from around the world across various organisational, people, wellbeing and leadership categories. Even though Skybound is a small company, we invested heavily in the accreditation process. IIP leave no stone unturned, looking at all our processes and procedures and independently interviewing our staff members.

Investors In People is a continuous improvement process that is typically assessed and reviewed every three years. So, it's important that we are always on top of our game!

IN SUMMARY

Thank you for taking the time to review our Skybounder Information Pack. We hope the information provided has given you a better understanding of our company and the role.

We are looking for candidates who share our values and passion for improving lives. We appreciate the effort and dedication required to pursue a career in the field of ABA, and we are committed to supporting our team members in their professional and personal growth.

Thank you for considering Skybound Therapies as your potential employer, and we look forward to the possibility of welcoming you to our team.

