Job Title: Neurofeedback Technician
Department/Group: Programs / Direct Service
Location: Richmond, TX
Travel Required: Light local travel
Level/Salary Range: TBD
Position Type: Full Time/Non-Exempt
HR Contact: Tina Hood
Date posted: Click here to enter a date.
Posting Expires: Click here to enter a date.
External posting URL: https://fbwc.org/who-we-are/join-our-team/job-application.html
Internal posting URL: Send resume to hooth@fbwc.org

Job Description:
The Fort Bend Women’s Center provides outstanding and innovative programming that:
- Is brain health based
- Operates within a positive reinforcement framework that increases hope and social connectivity
- Reduces the negative impact of trauma, often from lifelong abuse
- Fosters client self-determination and accountability
- Provides mobile services
- Is data-driven
- Uses evidence-based traditional and innovative services

ROLE AND RESPONSIBILITIES
The Neurofeedback Technician will work closely with the neurofeedback team to assess and assist domestic and sexual violence survivors using neurofeedback.
- Answer basic questions about neurofeedback to current and prospective clients.
- Assist with mental health assessments both before and after neurofeedback.
- Work with Neurofeedback Clinicians to maintain appropriate client records in accordance with the agency policy on confidentiality.
- Schedules, cancels, and reschedules appointments for current and prospective clients.
- Conducts routine EEG procedures, including cleaning and maintaining equipment and supplies.
- Troubleshoots equipment issues as they arise.
- Assures that all client data is properly recorded and stored.
- As directed by and under the supervision of a clinician, prepare and clean scalp, affix electrodes to the scalp, and operate EEG software.
- Willing to do light travel (Richmond and Houston)

QUALIFICATIONS AND EDUCATION REQUIREMENTS
- A high school diploma or GED is required; a bachelor’s degree is a plus.
- Prior experience with EEG is a definite plus but not required.

PREFERRED SKILLS
- Prior experience with crisis intervention and stabilization preferred.
- Prior implementation of Trauma-Informed Care (TIC) preferred.
- Previous experience working with domestic and/or sexual assault survivors preferred.
- Previous experience working with individuals with brain injuries preferred.
- Respect for client confidentiality and autonomy.
- Must be able to demonstrate Agency’s Core Values (Service, Passion, Integrity, Respect, Innovation, and Teamwork)
- Must be a team player who can work cooperatively and communicate professionally with people from all socioeconomic and racial backgrounds.
- We assist those who are struggling for self-sufficiency. It requires a great deal of optimism and an enthusiastic personality.