



SET YOURSELF FREE

Neurotherapy Technician

Job Title:	Neurotherapy Technician
Summary:	<p>Greeting clients and conducting pre-session check in. Set up and operate computerized brain training equipment for neurofeedback sessions. Guide and educate our clientele in the structure and goals of the neurotherapy process. Report to the Clinic Director on session results and client progress. Coordinate and collaborate with other neurofeedback trainers/technicians to optimize office systems.</p> <p>All necessary training and certifications will be provided.</p>
Reports to:	Heather Putney, Executive Director, Neurotherapist
Key Skills & Traits:	<ul style="list-style-type: none">● Self-leadership● Ability to prioritize workload and work independently● Able to view one's position as part of a larger team● Excellent time management and organizational skills● Ability to exercise sound judgment when making decisions● Excellent interpersonal and customer service skills● Trustworthy; able to maintain confidence
Required Hours:	<ul style="list-style-type: none">● Minimum of 15 hours per week, with a strong preference for full time.● Must be able to work mornings and some evening and weekend hours are preferable.
Pay, Benefits:	<ul style="list-style-type: none">● Salary is commensurate with qualifications and experience● All technicians are hired as employees, not independent contractors● Benefits include 401(k) with employer match, pre-tax accounts for healthcare expenses and dependent care expenses, and the possibility of paid time off, health insurance premium reimbursement, student loan payment reimbursement for full-time employees.

Job Description:

Are you interested in exploring the intersection of neuroscience and human behavior? Would you like to help people overcome their mental/behavioral health challenges and live more fulfilling lives? Would you enjoy a work environment where you can grow your skills?

Here at Untethered Therapy, we integrate brain based neurofeedback training with other integrative modalities to promote overall health. We are dedicated functional health minded professionals using applied neuroscience to help people of all ages transform their lives. We are looking for a mature, caring, and inquisitive individual who wants to contribute to changing outcomes in the mental health field. Training is provided.

Neurotherapy Technician Responsibilities:

- Greeting clients and conducting pre-session check in.
- Set up and operate Neurotherapy equipment for sessions.
- Report to the Clinic Director on session results and client progress. The main tasks of the technician are to administer neuromodulation to patients, gather EEG data, process EEG data into quantitative maps, administer hyperbaric oxygen therapy, etc.
- Experienced candidates are encouraged, we will consider all applicants.
- Excellent people skills and attention to detail are a must. Local applicants are a must (i.e. Pittsburgh, PA and surrounding areas).
- Coordinate and collaborate with other neurotherapy clinicians/technicians to optimize office systems.
- Maintains appropriate documentation for consumers. Adheres to documentation requirements established by internal policies and procedures, state/county guidelines, licensing requirements and other applicable guidelines. Complete all clinical documentation in a manner that is timely, accurate, and meets audit-tested requirements.
- Attend monthly virtual staff meetings.
- We will provide advanced Quantitative EEG training to you as you work with us over time. This is an excellent opportunity to learn clinically applied neuroscience.

Qualifications:

- Bachelor's Degree (preferably science/mental health) is preferred. Will consider High School education or equivalent.
- An interest in applied neuroscience and behavioral health

- Reliable and punctual
- Strong attention to detail Independent thinker with collaborative skills
- Strong interpersonal skills, we work one on one with people of all ages
- Positive attitude, problem solver, “helper” mentality
- Empathy, compassion and sensitivity
- Professional demeanor

Pluses:

- Prior employment in a health field
- Familiarity with brain anatomy and physiology
- Prior experience using neurofeedback
- Software & Hardware familiarity along with basic computer skills to collect data and run analysis