

OCCUPATIONAL THERAPIST

GENERAL RESPONSIBILITIES

Responsible for performing difficult professional work identifying and treating at risk students in order to minimize the impact of their limitations on their educational and life pursuits.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Evaluate special needs of students, designing and implementing appropriate therapies; preparing and maintaining appropriate records.
- Consult with classroom teachers, parents and school personnel regarding special needs students.
- Evaluate children's needs, identifying those requiring therapy services.
- Prepare IEPs, schedule and coordinate services and staff.
- Choose activities to develop any of the following skills: gross motor, fine motor, perceptual, visual motor, sensory system integration, positioning, feeding, range of motion, muscle tone, daily living, etc.
- Coordinate students' programs to maximize learning.
- Assist with modification of school tasks to accommodate the needs of students.
- Provide direct student instruction as needed.
- Review IEPs, evaluation, assessment and progress reports.
- Maintain specified records on each student referred, evaluated and/or recommended for on-going treatment.
- Order appropriate equipment for school treatment areas.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of principles, practices and procedures of specialty area; thorough knowledge of the principles and methodology of providing effective therapy for special needs students; thorough knowledge of school division rules, regulations and procedures; ability to establish and maintain standards of behavior; ability to deliver articulate oral presentations and written reports; ability to establish and maintain effective working relationships with other staff, students and parents.



EDUCATION AND EXPERIENCE

Bachelor’s Degree in occupational therapy and experience as an occupational therapist preferred. State license as an Occupational Therapist.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Some standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

Possession of a valid driver’s license.

FLSA status: Exempt	Description: Rev. 6/00
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