

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Soldotna, Alaska

NOTICE OF VACANCY
February 13, 2026

2026-27	MULTIPLE POSITIONS		
Position:	Occupational Therapist	Salary:	DOE – Negotiations in Progress
Location:	Districtwide Kenai Peninsula, Alaska	# of Days:	188

JOB QUALIFICATIONS: To apply, the candidate must possess or be eligible to obtain a current Alaska Type C Special Services Certificate issued by the Alaska Department of Education, with an endorsement in Occupational Therapy and an Occupational Therapist license issued by the State of Alaska. The Physical Therapist will report to the Director of Student Support Services or their designated representative, overseeing supervision and administration within the system-wide special services program. Essential skills include adeptness in administering and interpreting individual assessments of physical abilities, crafting tailored programs for profoundly impaired children, engaging in collaborative planning and in-service training, and actively contributing as a member of Individualized Education Program (IEP) teams. Proficiency in instructing students and school staff on the utilization of functional and adaptive equipment and devices is required. Reliable transportation and a valid driver's license are required, as travel to school sites throughout the District is necessary by car.

JOB DESCRIPTION: Direct reporting to the principal pertains to matters concerning the provision of physical therapy services within each assigned school building. Reporting to the Director of Student Support Services or their designee is required for issues relating to program development and procedural matters. Assist with the identification of students with disabilities. Work as a team member in developing appropriate programming, services, and placement of students. Administer and interpret individual assessments of referred students to school personnel and parents. Analyze placement of students who experience disabilities and assist teachers, through such analysis, to gain a better understanding of student strengths and weaknesses. Requires a willingness to occasionally provide services in an online, blended format and remote services to students using various technology-based platforms. Interpret occupational therapist services to school personnel, families, and the community. Identify needed resources and relate them to student IEPs. Excellent writing and organizational skills are required to formulate concise clinical reports, develop IEPs, and maintain complete longitudinal records for each student. The position requires the individual to meet multiple demands from several people and interact professionally with the public and other staff. The job may entail other duties as assigned.

CERTIFICATION & LICENSE REQUIREMENTS: The successful candidate must possess a current Alaska Type C Special Services Certificate issued by the Alaska Department of Education with an endorsement in Occupational Therapy and be licensed by the State of Alaska as an Occupational Therapist on or before the first contract day.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and professional correspondence. Ability to speak effectively before parents, staff, and students.

MATHEMATICAL SKILL: Ability to add, subtract, multiply, and divide into all units of measure using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percentage and draw and interpret bar graphs.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS AND ABILITIES: Demonstrated ability to operate computers and related software. Ability to develop effective working relationships with students, staff, and the school community. Ability to communicate clearly and concisely, both orally and in writing. Ability to perform duties with awareness of all district requirements and Board of Education policies.

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly required to stand, talk, hear, observe, walk, bend, lift, reach, and sit. While performing the duties of this job, the employee will occasionally push or lift to 50 lbs. The duties will occasionally require lifting students, positioning students, and providing physical assistance for students with limited mobility in partnership with other professionals. Requires the ability to respond to protect student and staff safety during physical outbursts by students. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Specific vision abilities this job requires include close vision, such as reading handwritten or typed material, and the ability to adjust focus. The employee must be able to travel to different school sites and fly to remote sites in small 4-6 passenger planes, as needed.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, equalize peak work periods, or otherwise balance the workload.

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