Temporary / Part-Time Occupational Therapist

Job Description

Reports to: Director of Exceptional Achievers, Central Office

Location: District-wide

Evaluated by: Director of Exceptional Achievers, Central Office

Evaluation period: Annual

Purpose
The Occupational Therapist leads the process in development, implementation, and coordination of the occupational therapy program. Screening, evaluation, educational program and transition planning, therapeutic intervention, and exit planning is provided for students identified with or suspected of having disabilities that interfere with their ability to perform daily life activities or participate in necessary or desired occupations.

Education and Experience
- Minimum Master's degree in occupational therapy, as required by state and contract
- Valid State Certification as specified in the Indiana Professional Licensing Agency (PLA)
- School OT services and evaluation experience preferred

Responsibilities and Duties
- Provides Occupational Therapy intervention for students utilizing exercises and equipment to facilitate fine and/or gross motor coordination based on the goals and objectives in the student's IEP/ISP
- Participates in IEP case conferences
- Monitors student progress
- Tests and evaluates students to determine their need, or continuing need, for occupational therapy
- Consults with classroom teachers regarding occupational therapy plans for each student to assure that intervention is targeted to address the student's educational needs, and incorporated into the classroom as appropriate and possible
- Communicates with parents on a regular basis to assure that they are informed with regard to student progress, and that interventions are incorporated into home activities as appropriate and possible.
- Creates solutions to challenges for individual students, based in research and sound professional judgment
- Makes referrals to community resources as needed
- Completes required paperwork in a timely and well-organized manner
- Other duties as assigned

Knowledge and Skills
The Occupational Therapist must be able to perform the attached essential job functions and satisfactorily demonstrate the competencies for the profession. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Physical Demands:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand, walk, and sit. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee will occasionally lift and/or push up to 40 lbs. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

Terms of Employment
Salary and Benefits commensurate with experience and qualifications

The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the Corporation.