

TITLE:	Occupational Therapist	STATUS:	Exempt
REPORTS TO:	Director of Special Education	TERMS:	191 Days
DEPARTMENT:	Special Education	PAY GRADE:	AP5, Non-Chapter 21 Contract

PRIMARY PURPOSE:

Plan and provide therapy to students with mental, physical, or emotional disabilities. Assess students and provide therapeutic intervention to maximize physical or mental functioning, increase independent functioning, and/or adjust to disabilities.

QUALIFICATIONS:

Education/Certification:

Bachelors or Masters degree in occupational therapy or related program

Valid Texas license as an occupational therapist and pediatric experience is required; granted by the Texas Board of Occupational Therapy Examiners

Special Knowledge/Skills:

Ability to instruct and communicate (both verbally and in writing) effectively

Ability to successfully interact with students, professional employees, parents and district patrons

Knowledge of rehabilitation procedures, activities, and equipment used in occupational therapy

Ability to instruct students and manage their behavior

Excellent organizational, communication, and interpersonal skills.

Such additions and alternatives to the above qualifications as the Board of Trustees may find appropriate and acceptable

Experience:

One year of school based experience as an occupational therapist preferred

WORKING CONDITIONS:

Mental Demands/ Physical Demands/Environmental Factors:

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is occasionally required to stand and stoop, kneel, crouch or crawl and climb stairs. Regular district-wide travel to multiple work locations as assigned. May be required to lift and transfer students to and from wheelchairs or assist with positioning students with physical disabilities. Frequent standing, stooping, bending, pulling, and pushing, carrying and occasional lifting up to 35 lbs.

Essential Functions:

1. Plan and provide direct and consultative services consistent with occupational therapy goals contained in students' Individual Education Plans (IEP).
2. Evaluate student progress in occupational therapy services.
3. Design, construct, alter, and provide students with adaptive equipment and devices to promote maximum independence. Assist in the selection of equipment and adaptive material.
4. Assess students with disabilities and determine eligibility for services.
5. Participate in the Admission, Review, and Dismissal (ARD) Committee to assist with the interpretation of assessment data, appropriate placement, and goal setting for students according to district procedures.
6. Consult with educational staff and parents regarding occupational therapy.



7. Provide staff development training in assigned schools to assist school personnel with selection and use of adaptive equipment and understanding of occupational therapy program.
8. Consult with parents, teachers, administrators, and other relevant people to enhance their work with students.
9. Create an environment conducive to learning and appropriate for the maturity level, interests and needs of the student.
10. Develop and coordinate a continuing evaluation of the occupational therapy program and implement changes based on the findings.
11. Compile, maintain, and file all physical and computerized reports, records and other documents required.
12. Scope of Practice in the educational setting includes identifying functional barriers to educational performance in the areas of: mobility and locomotion to access the educational environment, self-help skills required in the educational environment, manipulation of classroom/educational materials, pre-writing, writing and use of technology to produce written work, initiating, completing and organizational skills, self-regulation skills/sensory strategies, use of adaptive equipment/assistive technology, universal design, and transitions. Provision of collaborative IEP support once areas are identified.

The above statements are intended to describe major job functions of this position and are not intended to represent an exhaustive list of all responsibilities, duties, and skills required. The Superintendent or designee may assign additional duties when deemed appropriate.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills, ability, and physical demands required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand the responsibilities and duties required for this position as outlined above. I understand the duties and can perform all essential job functions listed above.

Signature

Printed Name

Date