

Role Description

OCCUPATIONAL THERAPIST

QUALIFICATIONS:

1. Bachelor's Degree and approved program
2. Licensed by the State of New Hampshire

REPORTS TO:

1. Building Principal
2. Director of Special Services

SUPERVISES:

Certified Occupational Therapist Assistants (COTA)

JOB GOAL:

To provide children with therapeutic activities to address motor difficulties which may adversely affect classroom performance. Specific areas of concern include: sensory and motor foundations of educational performance abilities; work-related skills, attitudes and behaviors; and self-care abilities.

PERFORMANCE RESPONSIBILITIES:

Except as specifically noted, the following functions are considered essential to this position:

1. Provides assessment in motor areas by both screening procedures and complete evaluations.
2. Determines appropriate program goals and objectives for students requiring direct services.
3. Consults with classroom teachers, parents, specialists, and other therapists regarding programming for students.
4. Implements treatment and intervention to students individually or in small groups.
5. Develops home-based programs or classroom intervention programs.
6. Monitors students' progress in classroom or home-based programs.
7. Serves as a member of the Special Education Evaluation/Placement Team.
8. Provides inclusionary activities for students with educational disabilities in regular education classrooms.
9. Provides in-service training and workshops to district staff.

TERMS OF EMPLOYMENT:

Days contracted as per the Master Agreement

EVALUATION:

In accordance with district procedures

PHYSICAL ACTIVITY REQUIREMENTS

Primary Physical Requirements:

1. Lift up to 10 lbs.:	Occasionally required
2. Lift 11 to 25 lbs.:	Occasionally required
3. Lift 25 to 50 lbs.:	Rarely required
4. Lift over 50 lbs.:	Not required
5. Carry up to 10 lbs:	Occasionally required
6. Carry 11 to 25 lbs:	Occasionally required
7. Carry 26 to 50 lbs:	Not required
8. Carry over 50 lbs:	Not required
9. Reach above shoulder height:	Occasionally required
10. Reach at shoulder height:	Occasionally required
11. Reach below shoulder height:	Occasionally required
12. Push/Pull:	Not required

Hand Manipulation:

1. Grasping:	Occasionally required
2. Handling:	Occasionally required
3. Torquing:	Not required
4. Fingering	Frequently required
5. Controls and Equipment:	Computer, telephone, copy and FAX machines, typewriter, tape recorder, postage meter, calculator

Other Physical Consideration:

1. Twisting:	Not required
2. Bending:	Occasionally required
3. Crawling:	Not required
4. Squatting:	Occasionally required
5. Kneeling:	Not required
6. Crouching:	Occasionally required
7. Climbing:	Not required
8. Balancing:	Not required

Work Surface (s):

Standard office desk and chair. Carpeted and tile floors.

During the Work Day, Employee is Required to:

	<u>Consecutive Hours</u>	<u>Total Hours</u>
Sit	<u>1</u> 2 3 4 5 6 7 8	1 2 <u>3</u> 4 5 6 7 8
Stand	1 2 3 4 <u>5</u> 6 7 8	1 2 <u>3</u> 4 5 6 7 8
Walk	<u>1</u> 2 3 4 5 6 7 8	1 <u>2</u> 3 4 5 6 7 8

Cognitive and Sensory Requirement(s):

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|--------------------------|--|
| 1. Talking: | Necessary for communicating with others. |
| 2. Hearing: | Necessary for receiving instructions and queries. |
| 3. Sight: | Necessary for doing job effectively and correctly. |
| 4. Tasting and Smelling: | Not required. |

Specific Vocational Preparation Requirements:

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|---|----------|
| 1. Short demonstration only | ___ |
| 2. Any beyond short demonstration up to and including 30 days | ___ |
| 3. 30-90 days | ___ |
| 4. 91-180 days | ___ |
| 5. 181 days to 1 year | ___ |
| 6. 1 to 2 years | ___ |
| 7. 2 to 4 years | <u>X</u> |
| 8. 4 to 10 years | ___ |
| 9. Over 10 years | ___ |

Other Training, Skills and Experience Requirements:

Ability to work with staff, student, parents, and the community.

Summary of Occupational Exposures:

May be exposed to cleaning fluids and copier toner.

Other Considerations and Requirements:

This is a fairly sedentary position and employee is not required to do extensive physical exertion. Employee is occasionally required to do some lifting. Employee is typically able to sit and stand as needed.