



SOMERS PUBLIC SCHOOLS

Job Description **Certified Occupational Therapy Assistant**

TITLE: Certified Occupational Therapy Assistant

REPORTS TO: Director of Pupil Services/Supervising Occupational Therapist

QUALIFICATIONS:

Certified OT Assistant (NBCOT certification) with CT OT license

Considerations:

- School-based experience preferred
- Some familiarity with Assistive Technology is a plus

DUTIES & RESPONSIBILITIES:

- Provides direct treatment to students to extend services of the Occupational Therapist and varied levels of consultation to other staff
- Provides information/data for treatment plans, meeting updates and/or screenings
- Observes and documents students and facilitates learning and carryover of skills for students
- Assists in the creation of materials and correspondence
- Enters servicing into CompuClaim
- Facilitates the use of AT supports in the classroom and home settings

The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task and responsibility.

SALARY: \$29.85/Hour

LENGTH OF WORK YEAR: Length of school year; 3 days a week/7 hours a day

Rev. 10/15/2025