

## **SYLVAN UNION SCHOOL DISTRICT**

### **JOB DESCRIPTION**

**JOB CLASSIFICATION TITLE:**

**OCCUPATIONAL THERAPIST**

#### **DESCRIPTION OF POSITION**

Participates as a member of the educational team to assess student performance in the areas of disability, develop assessment reports and identify student abilities within educational, developmental or functional parameters as it relates to occupational therapy.

#### **DIRECTLY RESPONSIBLE TO:**

Director of Special Education

#### **MAJOR DUTIES AND RESPONSIBILITIES:**

1. Participate as a member of the educational team to assess student performance in the areas of disability and develops assessment plans, goals and objectives for consideration and in collaboration with the IEP team.
2. Provide educationally-related occupational therapy assessment and services in areas of suspected disability.
3. Develop and complete assessment reports according to specified guidelines and develop long and short-term goals and objectives with the IEP team.
4. Identify student abilities within educational, developmental or functional parameters.
5. Develop individual occupational therapy intervention plans that support IEP goals and implement services in appropriate settings and curricula.
6. Monitor student progress including annual and triennial reviews, prepare reports and maintain records as required.
7. Maintain appropriate documentation and reports and provide staff development training to school and IEP team personnel.
8. Consult with, support and train classroom personnel to implement intervention plans in student's learning environments.
9. Develop and implement training opportunities for classroom staff, families and caregivers on the role of occupational therapy in supporting the student in all environments.
10. Collaborate with and support the IEP team regarding Assistive Technology, as needed.
11. Perform related duties as assigned.

#### **REQUIRED KNOWLEDGE AND ABILITY:**

- Principles and methods of occupational therapeutic techniques
- Skills to effectively consult with and train IEP team members and other school staff
- Theory of physical and mental rehabilitation underlying the practices of occupational therapy
- Objectives of occupational therapy treatment and services
- Anatomy including skeletal anatomy, neuromuscular function and dysfunction
- Kinesiology and occupational therapy modalities
- Ability to identify and analyze areas of developmental and sensory motor dysfunction

- Communicate effectively verbally, and in writing, with students, staff, parents and other agencies regarding technical and occupational therapy information

**MINIMUM EDUCATION AND EXPERIENCE:**

- Bachelor's or Masters Degree in occupational therapy from an accredited institution.
- One year of supervised experience providing occupational therapy services.
- Experience providing occupational therapy services to children with severe disabilities, including pediatric and sensory motor training.
- Experience in the construction and use of assistive devices and equipment is desirable.
- Certification through the National Board for Certification in Occupational Therapy (NBCOT) and a current license to practice Occupational Therapy through the California Board of Occupational Therapy (CBOT).
- Employees must arrange their own transportation and if using own vehicle, in the course of employment, must have proof of insurance.

**PHYSICAL REQUIREMENTS:**

*The physical requirements indicated below are examples of the physical aspects that this classification must perform in carrying out essential job functions.*

1. Ability to lift, carry, push, or pull objects which may exceed 25 pounds.
2. Ability to sit, stand, walk, bend, stretch, kneel, stoop, twist, and balance without restriction for extended periods of time.
3. Visual acuity sufficient to read, write and work with printed information as well as information on a computer screen.
4. Sufficient depth perception to accurately judge distance and correctly perceive objects and/or people moving toward or away from the employee.
5. Auditory acuity sufficient to effectively understand information from others in person and/or over the telephone.
6. Ability to speak clearly with the ability to be heard and understood on the telephone and in work site conversations.
7. Sufficient dexterity to manipulate small objects and print and write legibly.
8. Sufficient physical ability to reach horizontally with arms.

**PERSONAL QUALITIES:**

1. Appearance, interpersonal and communication skills which establish a professional role model and example.
2. Ability to meet district standards for physical and mental health.
3. Ability to speak, understand, and write English clearly and accurately.
4. Ability to communicate effectively with parents and staff in a sensitive and effective manner.
5. Maintain a professional demeanor and good public relations and interactions with all stakeholders.
6. Demonstrate good judgment, tact, patience, and confidentiality.
7. Ability to innovate and work cooperatively, collaboratively, and professionally with all stakeholders.

**SALARY RANGE: Based on Mental Health Clinician and LCSW Salary Schedule**

**WORK DAYS: 190**

**Master's and Doctorate Stipends Available**

**Board approval: Pending**