

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

10/14	<u>OCCUPATIONAL THERAPIST</u>	1.6.20A
Effective Date	Job Title	Index

Primary Function:

To provide student evaluation, staff consultation, staff training and other appropriate intervention services to facilitate student participation in academic activities and to promote functional independence within the context of their school day. These interventions and activities may include fine motor, visual perceptual, sensory processing, self-help, and feeding skills. Occupational Therapist service may also include providing adaptive equipment or assistive technology to increase the student's independent functioning in the school environment.

Supervised By:

Director of Student Services (or assigned designee)

Essential Functions:

- E-1 Evaluates student's level of functioning in fine motor, visual motor, visual perceptual, sensory processing, self-help, safe feeding and independent foundational skills for academic access.
- E-2 Interprets standardized assessments and/or functional performance and composes results of evaluation in a timely and user-friendly manner.
- E-3 Collaborates with IEP/504 team to develop intervention goals and make recommendations to determine the appropriate level of service to support the student's academic access.
- E-4 Participates in the development of student IEP/504s and attends IEP/504 meetings.
- E-5 Instructs students and appropriate classroom staff in the use of a variety of strategies, adaptive devices and/or assistive technology to facilitate academic access and independent functioning. Monitors ongoing effective use of strategies, equipment, technology, and/or protocols and guidelines.
- E-6 Monitors student program implementation in general education settings and special classes. This includes training and monitoring staff.
- E-7 Maintains required documentation related to occupational therapy intervention and service.
- E-8 Clearly communicates, orally or in writing, with educational staff, parents, and when appropriate with other professional agencies involved with students.
- E-9 Professionally supervises and monitors the job performance of any assigned occupational therapy assistants.
- E-10 Acts in a professional manner when discussing student or school issues, maintaining confidentiality.
- E-11 Seeks professional development both to update knowledge and skills for practice as a school-based therapist and to fulfill continuing education requirements for maintaining state licensure.
- E-12 Participates in a variety of school-based professional meetings such as: OT/PT Department, Assistive Technology, Feeding and Swallowing, Traumatic Brain Injury, etc.
- E-13 Follows all District policies and procedures and State and Federal laws and rules.

Additional Functions

- A-01 Performs other duties as assigned.

Minimum Qualifications:

- a. Graduation from an accredited program of Occupational Therapy. Successful completion of the certification examination administered by the National Board of Certification in Occupational Therapy (NBCOT).
- b. Must hold a license granted by the Oregon Occupational Therapy Licensing Board.
- c. Valid Oregon Driver's License.
- d. Experience with occupational therapy in educational settings desirable, but not required.
- e. Knowledge of current occupational therapy theory, pediatric evaluation tools and techniques, therapeutic interventions, and school setting service provision.
- f. Knowledge of current special education procedures, rules and law.
- g. Demonstrated ability to establish and maintain effective working relationships with students, colleagues, and parents.
- h. Read, analyze and interpret professional reports, research, technical procedures and governmental regulations.

Work Environment

Subject to inside and outside environmental conditions with routine exposure to the weather including seasonal heat and cold. Subject to frequent loud noises in the environment.

Physical Requirements

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting, standing and walking for extended periods of time; dexterity of hands and fingers to operate equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and materials, and lifting light objects.

Strength: Sedentary/Medium – Exert force to 10-25 lbs. frequently, and up to 10 lbs. constantly or a negligible amount of force frequently to lift, carry, push, pull or move objects. May be required to restrain a student using moderate strength (20-50 pounds push or pull) and MANDT techniques.

Intermittent bending, twisting, squatting kneeling, crawling, climbing stairs, reaching. On feet throughout the day. Work effectively in an environment which can be both physically and emotionally fatiguing.

Work with students who may exhibit aggressive assaultive behavior, as required of specific job assignment.

Minimum Term of Employment:

Dependent on the employee's status and the terms of the current licensed employee collective bargaining agreement.

Salary Level:

Placement on the current Salem-Keizer Public Schools licensed employee salary schedule.

Evaluation:

Performance of this position will be evaluated according to the District's process for evaluation of licensed personnel.

I am willing and able to perform the duties of this position as described in this job description:

Signature: _____

Date _____

Print Name: _____