

SCHOOL DISTRICT OF GILCHRIST COUNTY

JOB DESCRIPTION

OCCUPATIONAL THERAPIST

QUALIFICATIONS:

1. Bachelor's Degree in the area of Occupational Therapy from an accredited educational institution
2. Valid Florida license in Occupational Therapy
3. Training and experience in the assessment and provision of occupational therapy
4. One (1) year experience working with school age children, ages 3-22, preferred
5. Ability to write reports and therapy plans for students
6. Ability to relate to and cooperate with students, teachers, counselors, parents, principals, and other school and community representatives
7. Satisfactory criminal background check and drug screening

KNOWLEDGE, SKILLS AND ABILITIES:

Provide assessment and direct occupational therapy services to students who are eligible as well as provide consultative services to classroom teachers that have students eligible for occupational therapy. Possess both the ability to function as a member of the educational team and a strong desire to work with children. Must be able to travel to various schools.

REPORTS TO:

Director of Special Programs

JOB GOAL

To provide educationally relevant occupational therapy services to all qualifying students, ages 3-22

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Evaluation of student referred for occupational therapy
- * (2) Development of occupational therapy plan for qualified students and participation in the annual review of the student's educational program
- * (3) Provision of direct occupational therapy services to qualified services
- * (4) Periodically, and on an ongoing basis, re-evaluate students and review the plan of care, making recommendations as to the need of continuing or discontinuing the occupational therapy treatment
- * (5) Selection of equipment and materials to use in occupational therapy
- * (6) Provide a schedule to supervisor which maximizes direct service contact time
- * (7) Consultation with classroom teachers
- * (8) Provide ESE teachers with suggestions for follow-up strategies and techniques, as requested and required
- * (9) Participate in staff development and in-service educational activities of the school board
- * (10) Contact and report to physicians and agencies as requested and required
- * (11) Adhere to all rules, regulations, code of ethics, guidelines, and codes in federal, state, and local laws that are concerned with the practice of occupational therapy, and to the policies established by the school board

- * (12) Train, schedule, and supervise Certified Occupational Therapist Assistant(s) (COTA), as appropriate
- * (13) Perform other incidental tasks consistent with the goals and objectives of this position
- * (14) Ability to work in a constant state of alertness and safe manner

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

PAYGRADE: Instructional

POSITION CODE: 52017