



Cambrian School District Job Description

Occupational Therapist

JOB RESPONSIBILITY:

The Occupational Therapist (OT) participates as a member of the educational team and is responsible for conducting appropriate occupational assessments to determine the student's level of functioning relative to the student's age and educational placement in fine motor development, gross-motor development, sensory-motor integration, self-care, and self-help activities of daily living. The OT is responsible for providing assessments, reports, services, and IEP goals for students evaluated for special education services and students who may need occupational therapy as a related service, are necessary to assist students in acquiring physical functioning performance skills to participate in and benefit from their education program and function independently.

DUTIES AND RESPONSIBILITIES: *(May include, but are not limited to the following)*

- Administer complete educational-related assessments and reassessments including the interpretation of the development history, classroom or playground observations, records review, standardized testing, and non-standardized testing in areas of suspected disability; interpret results, provide a comprehensive written report, present findings, and offer appropriate intervention strategies at IEP meetings
- Participate effectively in the multidisciplinary IEP team process
- Work effectively with the instructional team, parents, and community members, and function as a positive, contributing member of an educational team
- Communicate assessment findings effectively to the IEP team; including education staff, parents, students, and agency professionals concerned with the student(s)
- Coordinate individual goals with the IEP team to ensure that goals are educationally relevant and will contribute to the student's progress towards his/her educational goals and to improve the student's functional ability
- Implement the student's IEP by providing occupational therapy services to students and through appropriate training for parents and staff
- Provide individual and small group therapy sessions to correct specific areas of need, including fine-motor skills and sensory-motor integration dysfunction
- Attend IEP meetings and provide progress reports at designated intervals to parents
- Identify, evaluate, and design adapted equipment to assist students in self-care and academic activities
- Maintain a schedule to meet the caseload requirements, develop procedures, reporting forms, and records to manage the program and comply with educational standards
- Develop home and community programming to maintain and enhance the performance of students in their natural environments
- Conduct training programs for district personnel on the role of the occupational therapist as an educational service, normal sensory-motor development as related to learning, and identification of sensory-motor deficits
- Work effectively with students, staff, district personnel, families, community representatives, and agencies

- Use current best-practice clinical skills for working students with mild to severe physical, mental, and emotional disabilities
- Administer the occupational therapy program as needed in terms of budget recommendations, space and equipment recommendations, occupational therapy program development, and evaluation
- Participate in approved professional growth activities in special education and pediatric occupational therapy
- Assist in the management of the program, interpret and implement rules related to the program, make policy recommendations, evaluate results, and make determinations relative to effective service delivery
- Work confidentially and with discretion
- Conduct work virtually with students who are located at a location other than school to the greatest extent possible, when needed
- Other related duties as assigned

SKILLS, KNOWLEDGE, AND ABILITIES:

- Identify and analyze areas of developmental sensory-motor dysfunction
- Work independently with minimal direction, when need be
- Knowledge of developmental foundations and neurodevelopmental implications as related to learning, behaviors, and educational success
- Know the principles, methods, and objectives of educationally-based occupational therapy, treatment, and services
- Know skeletal anatomy, neuromuscular function and dysfunction, kinesiology, and occupational therapy modalities
- Have an understanding of child development, common disabilities, and theory/practice of educationally-based occupational therapy
- Know techniques used in the assessment and treatment of children with a variety of disabilities
- Know the educational and developmental needs of children with a range of disabilities, including ASD
- Know special education laws relative to occupational therapy
- Interact and collaborate effectively with school staff and families
- Navigate complex situations, including conflict
- Work effectively with supervisors
- Strong organizational skills, leadership skills, analytical skills, and communication skills (both written and oral)
- Strong ability to use technology effectively including the use of email, digital calendar, student information system (e.g. PowerSchool and SIRAS), and virtual meeting platforms
- Read, interpret, explain, and follow rules, regulations, policies, and procedures
- Plan and organize work
- Maintain confidentiality of pupil and school matters
- Maintain consistent, punctual, and regular attendance
- Conduct work virtually with students who are located at a location other than school to the greatest extent possible, when needed
- Other related duties as assigned

REQUIRED EDUCATION AND EXPERIENCE:

Bachelor's or Master's degree in Occupational Therapy from an accredited American Occupational Therapy Education (AOTE) certified school

LICENSES AND OTHER REQUIREMENTS:

Valid registration with the American Occupational Therapy Association (AOTA) and/or certification with the National Board of Certification for Occupational Therapy (NBCOT)

- Possess and maintain a valid California driver's license
- Strongly preferred:
 - Two years of clinical experience providing occupational therapy services with a primary focus on pediatric clients
 - Experience working with students with a variety of disabilities and in an educational Setting
 - Strong background in sensory integration therapy and application in the treatment of autism spectrum disorder (ASD) and associated regulatory disorders.
 - Experience working collaboratively with families in public schools.
 - Bilingual, Spanish and English

PHYSICAL REQUIREMENTS:

An employee must meet the physical demands described here to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

- Manual dexterity sufficient to write, use telephone, computer, and other business machinery, and use specialized equipment designed for a person with physical disabilities
- Vision sufficient for reading print and computerized information
- Hearing and speaking ability in an understandable voice with volume to be heard at normal conversational distance, on the telephone, and in addressing groups
- Physical ability to push/pull, squat, turn, bend, stoop and reach overhead, balance, and kneel
- Physical mobility to move about the work environment, drive an automobile, and respond to emergencies
- Physical strength to lift up to 45 pounds
- Physical stamina sufficient to stand or walk for prolonged periods
- Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions

- The noise level in the work environment is moderate to loud
- Duties are performed primarily indoors in a school-based setting

The information in this job description is for compliance with the Americans with Disabilities Act (A.M.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.