



CHARIHO REGIONAL SCHOOL DISTRICT

Job Description

Position Title	Occupational Therapist
Reports To	Director/Assistant Director of Special Education/Building Principals
Level/Grade	District
Type of position:	<input type="checkbox"/> 12 Month <input checked="" type="checkbox"/> 10 Month <input type="checkbox"/> Contractor <input type="checkbox"/> Extra Curricular

The school-based Occupational Therapist's primary role is to support academic and non-academic outcomes for students. Practitioners use their unique expertise to assist students to prepare for and perform important learning and school related activities. Utilizing evidence-based practices, the occupational therapist facilitates student access to curriculum with appropriate supports and other methods.

Qualifications

- Rhode Island Department of Health Certification
- Highly Qualified (when applicable)

Essential Duties and Responsibilities (*other duties may be assigned*)

- Adheres to the policies and related directives of the Chariho Regional School District.
- Seeks opportunities for the integration of the curriculum of other disciplines.
- Promotes the attainment of the District's Mission, Vision, and Strategic Plan.
- Displays strong and deep knowledge of the philosophical foundations and content of the curriculum.
- Applies current research-based best instructional practices and strategies to deliver the curriculum.
- Adheres to special education policies, completes relevant paperwork, and attends and actively contributes to special education meetings.
- Understands how knowledge is constructed within the discipline.
- Integrates technology to more effectively deliver the therapy/treatment and specially designed instruction.
- Designs therapy activities that accommodate individual differences
- Assists teams to develop appropriate accommodations and modifications for individual students on IEP's, Section 504 Plans, or Individual Health Plans.
- Serves as a resource to parents, school teams, and administration on disabling conditions and their effect on education.
- Ensures and follows procedures to guarantee that equipment is safe, maintained, and routinely inspected.
- Plans, coordinates, and provides training and continuing education both formally and informally to parents, school administrators, school staff, community agencies and medical professionals.
- Evaluates students using appropriate tools, skilled professional observation and supplementary information from other agencies and records.
- Interprets assessment results to determine students' occupational performance strengths and weaknesses and appropriately convey information to parents and school teams.
- Develops and implements treatment designed to achieve functional outcomes and increased independence for students that is shown to be effective in current research.
- Monitors student progress and maintains accurate records through regular formative and summative assessment; adjusts therapy/treatment for individuals and groups of students.
- Organizes all facets of the instructional delivery system so that all equipment and therapeutic tools are ready for use, and to ensure smooth transitions, maximize time on task, and guarantee the efficient distribution of resources.
- Integrates technology to more effectively deliver the curriculum and specially designed instruction.

- Communicates high and clear expectations.
- Assists students in monitoring their own progress.
- Contributes to collaborative planning activities.
- Consults and collaborates regularly and professionally with colleagues, students, and parents; communicates immediately with all when there are concerns.
- Takes responsibility for personal professional growth.
- Participates in school events and in school and/or department improvement efforts.
- Supervises and assists with the evaluation of others, including but not limited to volunteers and teacher assistants, etc., as appropriate.
- Performs administrative duties, including but not limited to budgeting, ordering of supplies, etc., as appropriate.
- Other duties as assigned by supervisor.

Supervises

Students, Teacher Assistants, and Volunteers

Skills Required

- Ability to read, analyze, and interpret general business periodicals, professional journals, test data, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups, staff, parents, and the general public.
- Ability to calculate figures and amounts.
- Ability to utilize current technology for instruction, communication, data analysis, and access to research.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret a variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Ability to apply knowledge of current research and theory in specific field.
- Ability to establish and maintain effective working relationships with students, staff, and the community. Ability to communicate clearly and concisely both in oral and written form. Ability to perform duties with awareness of all district requirements and school committee policies.

Physical Demands

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to stand, walk, sit, and talk or hear. Specific vision ability required by this job includes close vision and distance vision. Frequently, driving is required to meet the demands of this job. Occasionally, yet essential to this position, the individual must meet deadlines with severe time constraints and interact with the public and with other workers. The position may require the employee to work irregular or extended hours, direct responsibility for the safety, well being, or work output of other people, and meet multiple demands from several people.

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 functions.

Education Requirements

Bachelors' Degree

Terms of Employment

Work year, salary, and benefits established by the School Committee.

Created 7/24/2014

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.