

# UNION SCHOOL DISTRICT

## CLASS TITLE: OCCUPATIONAL THERAPIST

### THE POSITION:

Under the direction of the Director of Special Education or designee, provide assessment and direct services related to sensory-motor development and other identified developmental needs; provide consultation related to sensory-motor development; provide direct and consultative occupational therapy services based upon individual student needs.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide assessment and direct services related to sensory-motor development and other identified developmental needs; provide consultation related to sensory-motor development; provide direct and consultative occupational therapy services based upon individual student needs;
- Schedule and plan activities related to specific student programming needs; serve as service coordinator for students with sensory-motor delays as their primary handicapping condition;
- Conduct motor therapy activities with students; develop sensory-motor focused interventions for home visitations and group play activities; maintain communication with families to coordinate program and community services and provide information;
- Provide education, training and support related to student programming needs; conduct home and natural environment visits; recommend, design, create and assist in acquiring adaptive equipment; demonstrate use of adaptive equipment;
- Schedule, participate and lead group activities; demonstrate developmental activities; provide consultation services and training relating to sensory-motor needs to staff, parents and agencies;
- Conduct developmental assessments and participate as a team member to determine program eligibility; assess student sensory-motor abilities and needs using a variety of tools; evaluate needs and progress toward goals as needed;
- Attend IEP or other designated meetings and assist in developing program goals; update student files based on assessment information and data; present assessment information to staff to determine team assignments;
- Prepare detailed written reports and summaries regarding home intervention activity plans and consultations for staff and parents related to assessments, home visits and intervention activities; prepare parent and staff handouts, file and maintain general records;
- Maintain student files as directed; prepare letters and formal requests to agencies for equipment needs, funding sources and coordinate related services;
- Provide information and coordinate professional and community resources with other staff and related organizations;
- Observe and assess sensory-motor development; develop and conduct sensory-motor focused interventions; communicate effectively with students, parents, staff, and other community agencies regarding technical information;
- Plan and prepare for therapy sessions; develop projects, clean and maintain equipment, and set up and break down sensory-motor room equipment;
- Drive a vehicle to travel to various sites to provide occupational therapy to students.

OTHER DUTIES: Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

KNOWLEDGE OF:

Child development and developmental disabilities, diagnosis and syndromes and applicable treatment and techniques;  
Motor and reflex development;  
Adaptive equipment and splinting;  
Medical, educational and other community resources and agencies;  
Appropriate instructional materials for students;  
Record-keeping techniques;  
Correct English usage, grammar, spelling, punctuation and vocabulary;  
Policies and objectives of assigned program and activities;  
Applicable laws, codes, regulations, policies and procedures. Interpersonal skills using tact, patience and courtesy;  
Oral and written communication skills;  
Health and safety regulations;  
Proper lifting techniques;  
Technical aspects of field of specialty First aid and CPR techniques.

ABILITY TO:

Observe and assess gross motor development, perceptual development, self-help, oral motor development and sensory processing;  
Develop and conduct sensory-motor focused interventions;  
Communicate effectively both orally and in writing;  
Develop and implement appropriate treatment plans;  
Develop and conduct parent interviews;  
Lift and move adaptive equipment;  
Maintain a flexible schedule in order to meet the needs of families and other staff;  
Establish and maintain cooperative and effective working relationships with others;  
Maintain records and prepare reports.

**MINIMUM QUALIFICATIONS:**

EDUCATION, CERTIFICATION & OTHER REQUIREMENTS:

Possess certification as Occupational Therapist, Registered (OTR) by the American Occupational Therapy Certification Board;  
Sensory-integration certification desirable;  
Possess or secure within six (6) months of employment a certificate for first aid and CPR issued by the American Red Cross or equivalent;  
Must possess a valid California driver's license.

EXPERIENCE:

Minimum of two years or more experience in pediatrics, including practice in assessment and therapy skills appropriate for the needs of a varied student population.

**PERSONAL CHARACTERISTICS:**

The District is seeking a candidate, who is sensitive to diverse viewpoints and experiences; who has the ability to inspire trust, confidence and enthusiasm, and is willing to take risks to achieve administrative excellence; who has a sense of humor; who has exemplified the highest professional and ethical standards and behavior; and one who is a consensus-builder and team player.

**SALARY & BENEFITS:**

Occupational Therapist is a 185-day classified position;  
Range 733

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor work environment;  
Driving private vehicle to conduct work.

**PHYSICAL DEMANDS:**

Dexterity of hands and fingers to operate therapy equipment;  
Reaching overhead, above the shoulders and horizontally to utilize therapy equipment;  
Sitting or standing for extended periods of time while working with students;  
Bending at the waist, kneeling or crouching to assist students;  
Hearing and speaking to exchange information;  
Carrying, pushing or pulling wheelchairs, mobility toys and other equipment;  
Lifting and carrying moderately heavy objects and adaptive equipment.

**Disaster Service Worker**

*CA Government Code 3100.* It is hereby declared that the protection of the health and safety and preservation of the lives and property of the people of the state from the effects of natural, manmade, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property, and resources is of paramount state importance requiring the responsible efforts of public and private agencies and individual citizens. In furtherance of the exercise of the police power of the state in protection of its citizens and resources, all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law.

*\*Board Approved 6.10.19*