



Columbia County School District Job Description

Position Title: Physical Therapist		
Department: Special Services	Evaluation Instrument: Performance will be evaluated annually by Director of Special Services in accordance with Policy GBI – Evaluation of Personnel	
Pay Grade: Teacher’s Salary Schedule based on years of acceptable experience	Pay Type: Salaried – Exempt	Retirement: TRS
Contract Work Year: 190 Days Per Year, 8 Hours Per Day		
Reports to: Director of Special Services		

MINIMUM QUALIFICATIONS

Education: Bachelor degree in Physical Therapy from a college or university with an approved and accredited program.

Essential Knowledge/Skills: Must be able to perform tasks involving light to heavy lifting, carrying, pushing, or pulling and must be able walk and/or stand a minimum of six (6) hours with breaks. Must hold a valid license in Physical Therapy issued by the Georgia State Board of Physical Therapy and must maintain a valid license to practice in the State of Georgia.

GOAL

Contribute to the successful achievement of the Columbia County School District mission and major system priorities by supporting the effective organization and operations of the school environment to optimize student learning, instructional programs and related activities.

REPRESENTATIVE DUTIES & RESPONSIBILITIES

- Work with general education personnel to interpret and implement GADOE rules and regulations regarding students in the gifted program
- Assist in review and revision of gifted policies and procedures
- Update gifted manual annually and provide training
- Coordinate annual reviews of student eligibilities to ensure compliance with state guidelines
- Assist in collecting data for FTE count
- Provide on-site professional learning for school system and school initiatives as well as individual needs
- Provide leadership in gifted program development initiatives at elementary, middle and high school levels
- Collaboratively problem-solve student and curriculum concerns and provide for effective transitions and vertical alignment between grade levels and schools
- Works with building administrators in scheduling gifted students according to state guidelines
- Monitor collaborative, cluster, and resource models and assist teachers as needed
- Work with general education teachers who teach gifted students, giving suggestions on how to meet the needs of those students in the general education setting
- Support teachers in understanding basic traits, aptitudes, and behaviors associated with the giftedness construct
- Conduct demonstration teaching to assist general and gifted endorsed teachers in the classroom
- Complete multiple observations of students in the classroom
- Assist building administrators with behavioral issues regarding gifted students
- Examine and provide feedback on standards based teacher units for rigor and relevance
- Attend parent conferences or collaborative planning to assist with differentiation with students

- Chair grade acceleration committee meetings to ensure due process compliance and giving suggestions on meeting the needs of gifted students with disabilities
- Conduct transfer meetings and military reciprocity as new students enter Columbia County
- Train gifted contacts in the gifted identification process, facilitate the testing cycle and provide guidance regarding test interpretation
- Assist and support gifted testing administration at the building and district level
- Collect data on growth of gifted students within assigned school
- Assist with parent complaints/conferences regarding gifted students at the school level
- Coordinate the Annual Gifted Parent Night
- Maintain and implement the Gifted Action Plan
- Assumes other responsibilities assigned by the Director of Gifted Education

IMPORTANT NOTES

ESSENTIAL DUTIES

Job descriptions are designed and intended only to summarize the essential duties, responsibilities, qualifications, and requirements for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Job descriptions do not list all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed – even if seemingly unrelated to the basic job. Every employee has a duty to perform all assigned tasks. (An employee who is assigned a duty or task believed to be unlawful should report the assignment to the Chief Human Resources Officer.) It should also be noted the order of duties/ responsibilities as listed in the job description is not designed or intended to rank the duties in any order of importance relative to each other.

MINIMUM REQUIREMENTS

In filling a vacant position, preferred or required credentials regarding education, training, experience, and other bona fide occupational qualifications may be established. The credentials shown in this job description may be interpreted only as the minimum criteria existing at the time the description was developed. Other bona fide occupational qualifications and criteria may be utilized as needed in the selection process.

Revised: June 2014