

**ALISAL UNION SCHOOL DISTRICT
PERSONNEL DIVISION
JOB DESCRIPTION**

OCCUPATIONAL THERAPIST

PRIMARY FUNCTION: Serves as a member of the multidisciplinary team, providing assessment and consultation to parents, teachers, other special education staff and administrators. Provides direct services and consultation treatment services for pupils who are eligible for such services.

DIRECTLY RESPONSIBLE TO: Coordinator of Special Education

MAJOR DUTIES AND RESPONSIBILITIES:

Evaluates students using standardized tests, observation and/or clinically derived surveys in areas including sensory processing, perceptual-motor skills, motor coordination, self care, muscle strength and range of motion, postural reflexes, need for adaptive devices and prostheses and vocational skills.

Designs treatment programs aimed at improving student academic performance.

Develops goals and objectives as part of the child's IEP and provides direct therapy and/or consultation in order to meet these goals.

Provides inservice and training for instructional staff and parents.

Orders specialized equipment for pupil use as appropriate and/or makes adaptations for equipment and instructional/communication materials, as appropriate.

Serves as liaison with medical community and other service providers, such as California Children's Services (CCS), as needed.

Complies with California Education Code and Alisal Union Elementary School District policies and regulations.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Experience:

One year of experience in Occupational Therapy in a school setting.

Education:

Bachelor of Science Degree from an accredited college or university.

At least six (6) months of American Occupational Therapy Association approved clinical affiliation.

Must have passed the American Occupational Therapy Association Registration Examination and maintain current AOTA Registration.

Possess and maintain CPR and First Aid certification within six (6) months of employment

Ability to:

Communicate effectively in English both orally and in writing.

Interact with and maintain cooperative working relationships with all levels of staff and the public.

Knowledge of:

Applicable treatment modalities and theory for the pediatric population.

License:

Possess an appropriate California Operator's License issued by the State Department of Motor Vehicles and be insurable.

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DESIRABLE QUALIFICATIONS:

Experience in treatment and evaluation of children with developmental delays, neurological and orthopedic disabilities and perceptual disabilities.

Ability to speak and write Spanish and use manual sign language systems.

PHYSICAL EFFORT/WORK ENVIRONMENT:

1. Physical and mental stamina to perform the duties and responsibilities of the position.
2. Ability to see for purposes of observing students, reading correspondence, documents and other printed matter.
3. Ability to hear and understand speech at normal levels in person and/or on the telephone.
4. Ability to communicate so others will be able to clearly understand a normal conversation in person and/or on the telephone and addressing groups.
5. Manual dexterity sufficient to write, use telephone, business machines (including computers) and make adaptations to equipment and operate specialized equipment designed for Persons with physical disabilities.
6. Physical agility to push/pull, squat, twist, turn, bend, stoop, to reach overhead, climb, run, hop, jump, balance and kneel.
7. Physical mobility sufficient to move about the work environment (office, district, school or home site-to-site), drive an automobile and appropriately respond to emergency situations.
8. Physical strength sufficient to lift 45 pounds.
9. Physical stamina sufficient to stand or walk for prolonged periods of time.
10. Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

THE BOARD OF EDUCATION DESIGNATES THIS POSITION AS CLASSIFIED MANAGEMENT.
The work year for this position is 221 days.

Adopted: May 15, 2002