

Our Mission

The Joshua School is committed to helping each individual with autism spectrum disorder and development disabilities attain the highest quality of life, valuing each unique mind, body and spirit



Job Description

JOB TITLE: Occupational Therapist
FLSA STATUS: Exempt
JOB CODE: xxx

REPORTS TO TITLE: Program Director
DEPARTMENT: JECC Campus

SUMMARY: The Occupational Therapist (OT) is responsible for providing targeted, evidence-based therapeutic intervention to address sensory integration, gross and fine motor, and provide consult to teachers as needed for activities of daily living within the school environment. In collaboration with the Lead Teacher and Program Director, the OT provides student-specific recommendations that promote independence in accessing the learning environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Intervention Planning, Implementation, Training & Collaboration:

- Participate in multidisciplinary team meetings to review evaluation results, integrate findings within students' overall programs, offer recommendations, and develop individual plans to improve sensory integration, fine and gross motor skills and consult with teachers as needed for activities of daily living.
- Develop occupational therapy-based intervention plans based on student needs and evaluation results, specifically to address sensory integration, fine and gross motor, and consult with teachers as needed for activities of daily living deficits that impede learning in current school/vocation settings.
- Develop small group and dyad activities for students in the areas of sensory integration, fine and gross motor.
- Use Behavior Skills Training to coach Lead Teachers, Instructional Assistants, family members, and other team members to implement occupational therapy recommendations and strategies.
- Provide legal and ethical supervision of Certified Occupational Therapy Assistant (COTA) assuming responsibility for the students served by assistant.
- At student intake: Evaluate each student's abilities and formulate each student's OT profile through records review, formal and informal assessments, skilled observation, and interviews. Synthesize intake evaluation results into a brief written report which reflects strengths and barriers to student participation in the current school/vocational setting.
- Ongoing: Provide brief, targeted assessments regarding sensory integration, fine and gross motor skills and consult with teachers as needed for activities of daily living deficits annually, or as student issues are referred by Lead Teacher/Program Director, and write targeted recommendations that are easy for staff to understand and implement.
- Probe strategies directly with students to identify which may be effective.
- Recommend adaptations and modifications to the environment

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- Research and team to set up and train staff to use and maintain OT equipment appropriately.
- Make referrals as necessary for additional supports that each student might benefit from outside of school.

Progress Monitoring & Documentation:

- Document student progress by tracking service minutes, analyzing data for OT-related IEP objectives, and providing recommendations for changes in programming based on progress or lack thereof.
- Document OT/COTA services to ensure accountability of service provision and to meet standards for reimbursement of services as appropriate.
- Maintain clinical and administrative records in accordance with professional standards, state guidelines, and school system policies.

Other Duties:

- Attend regular classroom leadership meetings with Lead Teacher, Program Director, and transdisciplinary service team (weekly/monthly)
- Attend classroom clinical meetings at least twice per month.
- Attend, participate in, and develop/present staff development and training as appropriate.
- Attend IEP meetings, and participate in IEP and BIP development and implementation as needed.
- Attend student home visits if requested by Lead Teacher or Program Director
- Maintain inventory of school-wide OT materials.
- Discuss any equipment or material needs with Program Director to identify space in the budget.
- Provide legal and ethical supervision of COTA, assuming responsibility for the students served by assistant.
- Adhere to federal and state legislation, regulation, and policies that affect occupational therapy practice.
- Be a positive role model for students, families, and co-workers.
- Other duties as assigned by Program Director.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

- A commitment to working with children from 6 years to 21 years of age with developmental disabilities.
- Required:
 - Master's Degree in Occupational Therapy, Clinical Certification of Competence, and License to practice
 - Colorado Department of Education Special Services Provider License
- Preferred: Minimum of 2 years' experience with children with autism and/or developmental disabilities.
 - Experience with disabilities relating to autism, Fragile X Syndrome, Down Syndrome, other Developmental Disabilities.
- Minimum age of 21.
- Mature and reliable.
- Good driving record and valid Colorado driver's license.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions; Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Math Ability:

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The Occupational Therapist will work with mathematical concepts such as probability and statistical inference; Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Certificates and Licenses:

Clinical Certification of Competence, and License to practice; in good standing with certification board.

Supervisory Responsibilities:

Directly supervises one (1) employee on the Occupational Therapy team. Provide regular (weekly) supervision to COTA, coaching and training of COTA on delivery of OT sensory and fine motor skills in group and individual student sessions. Provide feedback and oversight on documentation of services and service delivery model.

Computer/Technical Skills:

To perform this job successfully, an individual should have intermediate to advanced knowledge of Microsoft Office Suite software and Google Suite software.

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.

This role operates in a classroom environment. This role routinely uses iPads, laptops and printers. Extended or non-traditional work hours may sometimes be required. 10% travel may be expected in this role. Noise level is quiet to loud.

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.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and to talk and hear. The employee is frequently required to walk and reach with hands and arms. The employee is frequently required to stand; run, climb or balance and stoop, kneel, crouch, or crawl. The noise level in the environment is usually moderate.

Employee Signature

Date

Employee Name (Print)