

## Occupational Therapist Johnson County Shared Services Arrangement

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**Job Title:** Occupational Therapist  
**Status:** Exempt

**Wage/Hour**

**Reports to:** Director of Special Education

**Pay Grade:** Negotiated

**Dept./School:** JCSSA

**Date Revised:** 2/2017

### Primary Purpose:

Plan and provide therapy to students with mental, physical, or emotional disabilities. Assess students and provide therapeutic intervention to maximize physical or mental functioning, increase independent functioning, and/or adjust to disabilities.

### Qualifications:

#### Education/Certification:

Bachelor's degree in occupational therapy or related program  
Valid Texas license as an occupational therapist granted by the Texas Board of Occupational Therapy Examiners

#### Special Knowledge/Skills:

Knowledge of rehabilitation procedures, activities, and equipment used in occupational therapy  
Ability to instruct students and manage their behavior  
Excellent organizational, communication, and interpersonal skills

#### Experience:

One year experience as an occupational therapist

### Major Responsibilities and Duties:

#### Therapy

Plan and provide direct and consultative services consistent with occupational therapy goals contained in students' Individual Education Plans (IEP).

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Evaluate student progress and determine readiness for termination of occupational therapy services.

Design, construct, alter, and provide students with adaptive equipment and devices to promote maximum independence.

Supervise the sensory labs provided to life skills and autistic students.

#### **Assessment**

Ability to select and administer appropriate assessment tools to evaluate an educational need for the student

Ability to interpret the evaluation data and write a comprehensive report that reflects strengths and barriers to student's participation and directly relates to child's eligibility and current educational IEP goals and objectives.

Ability to participate collaboratively with multidisciplinary educational teams to develop Individualized Education Programs to meet student needs.

Participate in the Admission, Review, and Dismissal (ARD) Committee to assist with the interpretation of assessment data, appropriate placement, and goal setting for students according to district procedures.

#### **Consultation**

Consult with educational staff and parents regarding occupational therapy.

Provide staff development training in assigned school to assist school personnel with selection and use of adaptive equipment and understanding of occupational therapy program.

Consult with parents, teachers, administrators, and other relevant people to enhance their work with students.

Consult with teachers in using the sensory labs.

#### **Student Management**

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Create an environment conducive to learning and appropriate for the maturity level, interests, and needs of the student.

Establish control and administer discipline according to the Student Code of Conduct and student handbook.

Respects the integrity of the student.

#### **Program Management**

Ability to adapt and modify environments, equipment, and materials including assistive technology

Develop and coordinate a continuing evaluation of the occupational therapy program and implement changes based on the findings.

Assist in the selection of equipment and adaptive material.

Develop and maintain effective individual and group relationships with students and parents.

#### **Administration**

Ability to plan, coordinate and conduct continuing education for educational personnel, parents, and students.

Compile, maintain, and file all physical and computerized reports, records and other documents required.

Comply with policies established by federal and state law, State Board of Education rule, and local board policy.

Comply with all district and campus routines and regulations.

Effectively communicate with colleagues, students, and parents.

Participate in professional development activities to improve skills related to job assignment.

Maintain confidentiality.

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#### **Supervisory Responsibilities:**

Supervise occupational therapy assistant(s).

#### **Working Conditions:**

##### Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Regular district wide travel to multiple work locations as assigned; moderate lifting. May be required to lift and transfer students to and from wheelchairs or assist with positioning students with physical disabilities.

NOTICE: This job description in no way states or implies that these are the only tasks to be performed by the employee occupying this position. He or she will be required to follow any/all other instructions and to perform any/all other job related duties requested by his or her supervisor. This job description supersedes prior job descriptions.

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_