

THE JOSHUA SCHOOL
OCCUPATIONAL THERAPIST JOB DESCRIPTION

SUPERVISED BY: Educational Director

QUALIFICATIONS:

- A commitment to working with children from 2.5 years to 6 years of age with developmental disabilities.
- Master's Degree in Occupational Therapy, Clinical Certification of Competence, and License to practice.
- Minimum of 3 years experience with children with autism and/or developmental disabilities.
- Experience with disabilities relating to traumatic brain injury, social-emotional disabilities, anxiety disorder, sensory processing disorder, auditory processing disorder, Fragile X Syndrome, depression, selective mutism, etc.
- Minimum age of 23.
- Mature and reliable.
- Good driving record and valid Colorado driver's license.

RESPONSIBILITIES:

- To supervise and care for students addressing their physical, emotional health and safety, recognizing their worth, affirming their abilities, and striving to promote dignity in all relationships.
- To attend weekly Clinical meetings
- To attend and participate in staff development as appropriate.
- To participate in IEP and BIP development and implementation.
- To supervise the COTA staff position.
- To document progress through daily data collection.
- To provide consultation to staff and parents regarding services required.
- To be a positive role model for students, families, and co-workers.
- To collaborate with other therapists in regard to inservice training related to physical and occupational therapy needs of students.
- Complete and update personnel file.
- Other duties as assigned by Directors.

PHYSICAL QUALIFICATIONS: 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.

EVALUATION: The Educational Director will conduct Performance Evaluations.

SCHEDULE: OTs should arrive before 8:30 am, Monday through Friday. The day includes a 30 minute lunch. This is a salaried position, which includes pay for all school breaks and holidays. In addition this position receives fifteen (15) personal/sick days per academic year, or 9.85 hours per month. Unused days may be rolled over into the next academic year.