

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title:	Motor Assistant
Pay Table:	Support
Pay Grade:	4
FLSA Status:	Non-Exempt
Job Code:	871
Reports to:	Coordinator of Related Services/Physical Therapist or Occupational Therapist

JOB SUMMARY

Under the general direction of the coordinator of related services and under the technical direction of the physical therapist or occupational therapist, the motor therapy assistant provides motor therapy assistance to students throughout the district.

ESSENTIAL JOB FUNCTIONS

- Assists the students with motor therapy exercises. Follows program and/or goals provided by therapist, with concentration on teaching of functional skills.
- Communicates to Therapist any concerns in providing the appropriate services to assigned students.
- Researches activities that will aid students in reaching goals and plans lesson plans and activities.
- Prepares teaching materials.
- Provides speed training to enable the student to keep up with peers.
- Teaches balancing and coordination skills.
- Teaches stretching and strengthening exercises.
- Teaches students how to go to restroom.
- Teaches how to open doors (pushing or turning knobs).
- Provides training in going up and down stairs.
- Provides visual and tactile exercises.
- Documents all services provided.
- Sets up schedule to work with students, through coordination with classroom teachers. Communicates with teachers on an ongoing basis.
- Observes and documents student progress.
- Records student activity and travel information on activity sheet (school name, student name, activity and student progress, mileage, etc.).
- Required to drive between schools (must have personal automobile).
- Observes students and recommends program adjustments to physical therapists.

- Provides input on student progress to therapist for end-of-year summary.
- Transfers students from wheelchair to floor or walker. Moves students back to wheelchair.
- Assists teachers by repairing and making adaptations to equipment, transferring equipment and supplies, etc.
- Delivers equipment and supplies between schools.
- Keeps track of mileage and prepares quarterly reports.
- Attends staff meetings to learn or share ideas to better service students.
- May prepare behavior and information notes for parents.

MINIMUM REQUIREMENTS

- High School graduation or equivalent education and experience.
- Two (2) years of related experience.
- Individual training by an occupational or physical therapist provided after hiring.
- District inservice training required after hiring.
- Driver's license.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to maintain records.
- Skill in organization.
- Skill in communication and maintenance of interpersonal relationships.
- Ability to use small office equipment and computers.
- Ability to maintain inventory and property.

PHYSICAL DEMANDS

Medium work: Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: feeling, fingering, grasping, handling, hearing, mental acuity, pulling, reaching, repetitive motion, speaking, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in a dynamic environment that requires them to be sensitive to change and responsive to changing goals, priorities, and needs.

The Davis School District has the right to revise this position description at any time.