

## **POST FALLS SCHOOL DISTRICT NO. 273**

Procedure Title: Certified Personnel: Selection

Section Title: Statement of Guiding Principles - Job Descriptions

Sub-Section No. 400b

**TITLE:** PHYSICAL/OCCUPATIONAL THERAPIST

**QUALIFICATIONS:** Idaho Certification

**REPORTS TO:** Director of Special Education

**SUPERVISES:** Therapy Aides

**JOB GOAL:** To assess and identify students with motor deficits and to create individual programs to enhance the motor abilities of students with disabilities; to work as a team with other staff members and parents.

### **JOB RELATED FUNCTIONS:**

Directed activities shall include but not be limited to the following:

1. Administer, score and interpret individualized motor assessments.
2. Participate in building multi-disciplinary team (MDT) meetings as necessary.
3. Observe student performance in various environments as appropriate.
4. Develop and implement IEP goals and objectives within required state and federal timelines using district forms and processes.
5. Collaborate with other educational and professional staff members involved with individual students.
6. Plan and implement therapy programs that meet the individual needs of students with disabilities.
7. Write goals and objectives for each student based on individual needs.
8. Evaluate student progress to parents and professional staff on a regular basis.
9. Report student progress to parents and professional staff on a regular basis.
10. Maintain accurate records for each student.
11. Provide appropriate training of therapy aides based on student and program needs.
12. Possess knowledge of local, state and federal regulations regarding students with disabilities and the Individuals with Disabilities Act (IDEA).
13. Follow due process requirements as outlined by local, state and federal guidelines.
14. Strive to improve professional competence.
15. Participate in appropriate staff meetings.
16. Support and work toward the achievement of district goals and special education department goals.
17. Be familiar with and adhere to Post Fall School District policies.
18. Perform other duties that may be assigned by the supervisor.

### **TERMS OF EMPLOYMENT:**

Salary and work year to be established by the Board of Trustees.

### **EVALUATION:**

Performance of this job will be evaluated annually by the immediate supervisor.

Amended: 5/14/01

Reviewed 2011, 2021