



HIGHLAND SCHOOL DISTRICT NO. 203

P.O. BOX 38
17000 SUMMITVIEW ROAD
COWICHE, WASHINGTON 98923
(509) 678-8630 FAX (509) 678-4177

Superintendent:
Mindy Schultz

School Board:
Lupita Flores
Kerry Jones
Carlos Lopez
Cindy Reed

January 12, 2026

OCCUPATIONAL THERAPIST 10 HOURS WEEKLY BEGINNING THE 2026-2027 SCHOOL YEAR

180 Day Contract with up to an additional 30 hours at per diem rate
With extracurricular assignments possible

DESCRIPTION: Responsible for providing diagnostic, remediation and consultation services for students with occupational therapy needs in cooperation with other staff members, and parents. Join a collaborative team serving students with direct and/or indirect services as a related services provider for students with IEPs in the Highland School District.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.

- Evaluates, observes, and writes reports for students as part of the evaluation process.
- Plans and implements treatment based upon evaluations of eligible students.
- Ability to contribute to IEPs.
- Ability to collaborate daily with educators and professionals to implement appropriate educational programs.
- Attends IEP and evaluation meetings.
- Possesses highly effective oral and written communication skills.
- Possesses skills necessary to build rapport with students and families from diverse cultural, social and economic backgrounds.
- Experience working with children with special needs preferred.
- Meet Special Education timelines, such as IEPs, Evaluations, and progress monitoring.

MINIMUM QUALIFICATIONS:

Credentials:

- State of Washington Occupational Therapy License required.
- WA State ESA certification in Occupational Therapy and/ or ability to obtain one required.
- Valid Washington State Driver's License and personal transportation

Education: BS degree or MS degree in Occupational Therapy

Experience:

- Successful experience as Occupational Therapist,
- Working with students with disabilities,
- Bilingual in English/Spanish preferred

Personal Qualities:

1. Effective interpersonal communication that facilitates working with children, parents and school staff as a team in the development and maintenance of programs in a multicultural setting
2. Knowledge of laws, regulations, rules and policies as pertains to special education
3. Knowledge in the selection and administration of appropriate assessment in a culturally/linguistically sensitive manner
4. Awareness of programs that will promote appropriate practices across the grade levels
5. Knowledge and comfortability with co-teaching/push in services (preferred)
6. Knowledge of technology and ability to use computers and/or knowledge of assistive communication tools to support students
7. Bilingual (English/Spanish) skills preferred

SALARY: \$10,360.00-\$19,723.00 commensurate with education and experience and additional compensation per the CBA.

Healthcare Benefits (SEBB): (All employees who work 630 hours per school year are eligible)

- Insurance: Medical, Dental, Vision, Basic Life, Accidental Death & Dismemberment, Long-Term Disability
- L & I: Self-insured plan to cover employees for injuries/accidents incurred on the job

Additional Benefits:

- Employer contribution to Health Reimbursement Arrangement VEBA plan
- Washington State Retirement System Pension
- Voluntary Deferred Compensation Plans
- Paid Sick Leave-12 days annually
- Paid Personal Leave: four (4) days
- Supportive Staff Development Opportunities

CLOSING DATE: The position is open until filled. Qualified Bilingual persons are encouraged to apply as soon as possible.

QUALIFIED CANDIDATES: Information and application are available on our website at [Employment - Highland School District 203](#) or: [FastTrack \(wa-k12.net\)](#) or by calling the District Office at (509) 678-8631.

Employment will be contingent on signing of the Washington State Sexual Misconduct Disclosure Release as well as successful completion of the WSP and FBI fingerprint screening required under 28A.400 RCW, if applicable.

Non-Discrimination Statement

The Highland School District complies with all federal and state rules and regulations and does not discriminate on the basis of any protected class as defined by law. This holds true for all district employment and opportunities. Highland School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age (40 or older), marital status, honorably discharged veteran or military status, sexual orientation, gender expression or identity, non-job related sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability, or any other legally protected status, condition or characteristic, except where a bona fide qualification disqualifies an individual, and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational and/or extracurricular school activities as well. The following employees have been designated to handle questions and complaints of alleged discrimination: Title IX Coordinator and Compliance Coordinator (RCW 28A.640/28A.642): Brandon Jensen, Tieton Elementary School Principal, 711 Franklin Rd, Tieton, WA 98947, telephone 509-678-8900, e-mail- bjensen@highland.wednet.edu. Section 504/ADA coordinator: Courtney Sund, Director of Special Education, SEL and Inclusionary Practices, 17000 Summitview Rd, Cowiche, WA 98923, telephone 509-678-8772, e-mail- csund@highland.wednet.edu. Harassment, Intimidation, Bullying (HIB) Coordinator: Don Strother, Highland Middle School Principal, 17000 Summitview Rd, Cowiche, WA 98923, telephone 509-678-8870, email- dstrother@highland.wednet.edu. The Highland School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact Kirsten Lenz, Highland School District Language Liaison.

El Distrito Escolar Highland cumple con todas las normas y reglamentaciones federales y estatales y no discrimina en función de ninguna clase protegida según lo define la ley. Esto se aplica a todos los empleos y oportunidades del distrito. El Distrito Escolar de Highland no discrimina en sus programas o actividades por motivos de sexo, raza, credo, religión, color, origen nacional, estado civil, condición de veterano dado de baja honorablemente o condición militar, edad (40 o más), estado civil, condición de veterano de guerra o grado militar, orientación sexual, expresión de género o identidad, discapacidad sensorial, mental o física no relacionada con el trabajo, o el uso de un perro guía entrenado o un animal de servicio por parte de una persona con una discapacidad, o cualquier otro estado, condición o característica legalmente protegida, excepto cuando una calificación de buena fe descalifique a un individuo, y ofrece igualdad de acceso a los Boy Scouts y a otros grupos de jóvenes especificados. El empleado mencionado a continuación ha sido designado para atender consultas y quejas de supuesta discriminación: Coordinador del Título IX y Coordinador de Cumplimiento de derechos civiles oficial (RCW 28A.640/28A.642): Brandon Jensen, director de Tieton Elementary School, 711 Franklin Rd, Tieton, WA 98947, número de teléfono, 509-678-8900, correo electrónico- bjensen@highland.wednet.edu. Coordinador de la sección 504/ADA: Courtney Sund, directora del Educación Especial, SEL y Prácticas Inclusivas, 17000 Summitview Rd, Cowiche, WA 98923, número de teléfono 509-678-8772, correo electrónico - csund@highland.wednet.edu. Coordinador de Acoso y Intimidación: Don Strother, director de Highland Middle School, 17000 Summitview Rd, Cowiche, WA 98923, número de teléfono, 509-678-8870, correo electrónico- dstrother@highland.wednet.edu. El Distrito Escolar de Highland también tomará medidas para asegurar que las personas de origen nacional que carecen de conocimientos del idioma inglés pueden participar en todos los programas educativos, servicios y actividades. Para obtener información acerca de los servicios de traducción o programas de educación bilingüe de transición, comuníquese con Kirsten Lenz, Enlace Lingüística del distrito escolar de Highland.