



Job Title: Occupational Therapist II

Supervisor: Director of Special Education

Terms of Employment: 190 days

Job Summary:

Evaluate and provide Physical Therapy Services to students with disabilities.

Essential Duties:

1. Provides physical therapy services consistent with local, state, and federal laws, regulations, and guidelines in the educational setting.
2. Conducts evaluations and screenings to assess developmental skills and provide diagnostic information to assist IEP teams in the eligibility process in the educational setting.
3. Provides educationally relevant therapy for the improvement of performance or function in the educational setting.
4. Supports student transition from educational to employment settings, as appropriate and as designated by transition goals in students' IEPs.
5. Designs and/or constructs and maintains adaptive equipment or devices.
6. Instructs students, teachers and/or parents in the use and maintenance of adaptive equipment and monitors the utility and fit of adaptive equipment or devices.
7. Participates in the development and implementation of IEPs.
8. Consults with classroom teachers and other school staff to address specific needs of the child.
9. Assists in the appropriate referral of individual students to agencies and/or specialists in the community, as needed.
10. Participates in school and district staff development opportunities.
11. Designs and delivers school and district staff development to certified and non-certified staff.
12. Assumes responsibility for any additional professional growth and development requirements needed to maintain licensure as a Licensed Physical Therapist in the state of South Carolina.
13. Serves as a resource to teachers and school staff members on topics related to physical therapy.
14. Supervises Licensed Physical Therapy Assistants (PTAs), as assigned.



15. Maintains accurate and detailed records for each individual student including timely submission of records as a part of the IEP process (e.g., eligibility, placement, re-evaluation, and dismissal), as well as all Medicaid documentation requirements.

Other Duties:

Performs other duties and assumes other responsibilities, as assigned.

Job Specifications:

Performance of this job will be evaluated annually in accordance with provisions of the board's policy on evaluation of personnel.

Minimum Qualifications (Knowledge, Skills and Abilities Required):

- Occupational Therapist
- College transcripts

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand and reach with hands and arms; walk; sit; stoop or kneel; crouch or crawl.

Additional physical requirements include the following:

- Physically capable of frequently lifting or moving up to 40 pounds;
- Specific vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus;
- Ability to sit and stand for extended periods of time;
- Ability to climb ladders
- Manual dexterity for the purpose of using a telephone and data entry;
- Read a computer screen and printed material with or without vision aids;
- Hear and understand speech at normal levels and on the telephone; and
- Speak in audible tones so that others may understand clearly in person and on the telephone.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Pay Grade: 30



Please click [here](#) for salary scales.

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator or supervisor. Horry County Schools reserves the right to update, revise or change this job description and related duties at any time without prior notice.

Revised 1-9-2026