

Sunnyvale School District
Position Title: Occupational Therapist

Work days/month: 239 days / 11 months

Salary: Range 65 (<https://www.sesd.org/Page/719>)

Basic Functions:

- Under the assigned supervisor, the Occupational Therapist will provide occupational therapy services to special need students, including students on 504 plans exhibiting learning disabilities, such as developmental delays, behavior disorders, perceptual motor/visual motor difficulties, gross and fine motor delays, or any other associated disorder interfering with a student's ability to benefit from his/her education program. Therapy may be provided on a direct or consultative basis.

Essential Duties & Responsibilities:

1. Administer complete educationally related assessment including observations, record review, standardized/non-standardized testing in areas of suspected disability. Interpret results, provide a comprehensive written report and present findings at IEP meetings. Provides updates to parents/guardians with progress reports trimesterly.
2. Formulate and implement an individual treatment plan as it relates to the assessment, educational implication and educationally related IEP goals and objectives.
3. Chart daily notes related to therapy activities and student's responses.
4. Adapt environment, equipment, materials and activities according to the needs of the student.
5. Maintain safe equipment and a clinical environment.
6. Communicate and collaborate with other staff and family members as a means of effectively infusing therapy activities in home and school so as to optimize the overall program and progress of the student.
7. Conduct in-services and other training programs for both school staff and parents/guardians as to the role and scope of Occupational Therapy in the intervention program of the School District.
8. Provide direct training and assistance to support staff directly involved with a student.
9. Advise classroom teachers on effective classroom environments to support students.
10. Schedule treatments and conduct meetings, may need to travel to multiple locations.
11. Develop procedures, reporting forms and records to manage the program and comply with educational standards, state and national timelines.
12. Reevaluate student performance, with documentation; update goals and objectives and make recommendations for future therapy needs.
13. Attend workshops, in-services, training seminars and other continuing education sessions to foster growth and educationally related practice.
14. Maintain confidentiality and comply with governmental laws and regulations, as well as District policies and procedures.
15. Assure the safety of students by following health protocols and safety rules.
16. Perform other related duties as requested by the supervisor

Knowledge:

1. Sensory integration therapy and application in the treatment of autism, and associated regulatory disorders.
2. Developmental foundations and neurodevelopmental implications as related to learning/behaviors and educational success.
3. Clear understanding of the difference of an educational versus medical model in determining appropriate school based therapy services.
4. Knowledge and understanding of state and federal regulations, guidelines and timelines.
5. Proficiency in assessing children with a variety of disabilities.
6. Strong interpersonal and communication skills to foster positive relationships with students, staff, and community.
7. Basic computer skills including email and district applications.

Abilities:

1. Pass district physical examination and maintain physical requirements to carry out essential duties.
2. Communicate professionally and clearly both verbally and in writing.
3. Work cooperatively with diverse staff, students, and community.
4. Follow verbal and written instructions with minimal supervision and use good judgment.
5. Organize and prioritize work to meet schedules and timelines within established policies and guidelines.
6. Operate a variety of office equipment, such as a computer, copier, two-way radio, or other equipment unique to office activities

Education and Experience:

1. Possession of a certificate of registration with the National Board of Certification in Occupational Therapy (NBCOT).
2. Minimum of 2 years of experience in pediatrics, some of which is in an educational based setting.
3. Valid Occupation Therapist license from the California Board of Occupation Therapy (CBOT).

Required Licenses & Certificates:

1. Fingerprint clearance from the Department of Justice.,

Working Conditions:**1. Environment:**

1. Indoor classroom , outdoor environment and community-based settings
2. Occasional interaction with emotional, dissatisfied, or demanding individuals.
3. Driving a vehicle to conduct work.
4. Visit various school sites and departments as needed.

2. Physical Requirements:

1. Dexterity of hands and fingers to operate standard office and classroom equipment.
2. Sitting including on the floor or standing for extended periods of time.
3. Bending at the waist, kneeling or crouching when working with students.
4. Visual acuity to read a variety of materials and monitor student activities.
5. Reaching overhead, above the shoulders and horizontally.
6. Movement of therapeutic equipment.
7. Auditory ability to exchange information.
8. Engage in sometimes strenuous activities with students including running, lifting, weight shifting, and positioning.
9. Lifting, carrying, pushing or pulling moderately heavy objects, up to 25 pounds.

3. Hazards:

1. Challenging behaviors from students in states of dysregulation
2. Potential for contact with blood and other body fluids.

Terms of Employment:

- Salary and terms of employment are described in the Agreement between the Sunnyvale School District and the California School Employees Association (CSEA).

Evaluation:

- The performance of this job will be evaluated in accordance with the Agreement between the Sunnyvale School District and the California School Employees Association (CSEA).