Lewiston-Porter Central School District

One Purpose. Your Pathway. Our Promise.

Job Posting: 2421 11 26	**Occupational Therapist** **Provisional** **.5 FTE**
Position Summary:	Licensed occupational therapist to provide occupational therapy at the Elementary level to begin with the 2026-2027 school year. This is a Classified, Civil Service position: Please see attached Civil Service job specification.
Qualifications/ Additional Requirements:	Must meet the minimum qualifications of the attached Niagara County Civil Service job description and be reachable (by Civil Service rules) following current canvas.
Education Required:	Master's Degree (Required)
Certification:	Licensed and registered by NYSED as an Occupational Therapist
Compensation:	Per current LPUT Collective Bargaining Agreement Master's salary schedule; .5: Step 1, $26,500.00 to .5/Step 10, $34,576.50; Commensurate with experience.
Application Period:	November 18, 2026 through December 22, 2026.
Application Procedure:	Apply directly online at www.wnyric.org/application: LPCSD applicants will login under SchoolSpring. Online applications only will be accepted until December 22, 2026. In addition to completing the basic application, applicants are required to upload a current resume, cover letter, and proof of license/registration. *Must be reachable on the current Niagara County Civil Service Eligible List for Occupational Therapists.

*Lewiston-Porter Central School District is an equal opportunity employer.

Lewiston-Porter Central School District
Office of Personnel and Human Resources
4061 Creek Road, Youngstown, NY 14174
Phone: 716-286-7242 Fax: 716-286-7877

OCCUPATIONAL THERAPIST - SCHOOLS

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position involving responsibility for receiving referrals, evaluating, planning and providing occupational therapy treatment to students in accordance with written prescription or referral from a physician who provides medical direction. The work involves providing direct and in-direct services and select activities that will help individuals to fully participate in the general education program. The incumbent receives direct supervision from a higher-level employee. Supervision may be exercised over the work of Occupational Therapy Assistants. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs occupational therapy procedures upon the written prescription or referral from a physician, utilizing a creative activity which may be manual, industrial, recreational or educational, designed and/or adapted to correct or remedy any disability;
2. Receives referrals from professional staff, including teachers, CSE/CPSE, psychologists, physical therapists, parents, etc. The incumbent determines whether an evaluation should be performed and the type of evaluation based upon the referral information;
3. Tests and evaluates students' physical and mental abilities and analyzes medical/educational data to determine realistic goals for students;
4. Develops a treatment plan based upon his/her findings, short and long-term re-habilitation goals and in accordance with the physician's diagnosis, prescription or referral;
5. Recommends changes in students' classroom/school environments consistent with their needs and capabilities;
6. Prepares and revises information in Individualized Education Programs (IEPs);
7. Evaluates students' progress and prepares reports that detail progress;
8. Records on students' records all evaluation, re-evaluations, progress notes, and consultations;
9. Fabricates and applies hand splints, assists, monitors and trains students and other individuals in the use of adaptive assistive devices/equipment and/or self-help techniques to achieve maximum independence;
10. Helps students improve skills relating to decision making, abstract reasoning, memory, sequencing, coordination and perceptual skills;
11. Participates with other district's personnel in the formulation of students' total care plans;
12. Consults with school personnel regarding programming, early identification, and best practices;
13. Confers periodically with supervisor, parents and physicians regarding all facets of student care and related activities;
14. Assists in the development of, and instructs in the district's in-service education program;
15. Provides in-services to parents and staff members to improve educational performances;
16. Participates in school-based meetings;
17. Completes and maintains necessary records and prepares reports;
18. May supervise the work of Occupational Therapist Assistants.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, techniques and practices of occupational therapy; good knowledge of the operation and minor maintenance of apparatus and equipment used in occupational therapy; working knowledge of human anatomy, kinesiology, and physiology as they relate to the evaluation and treatment of students receiving occupational therapy; working knowledge of the terminology and practices of modern social casework; working knowledge of basic physical and recreational activities; working knowledge of community resources available to support or supplement the occupational therapy program; working knowledge of modern educational and classroom techniques; ability to evaluate, plan, execute treatment plans for students; ability to organize and maintain accurate records and files; ability to understand and interpret complex oral instructions and/or written directions; ability to plan and supervise the work of others; ability to establish and maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to deal effectively with the public; ability to understand and empathize with the needs and concerns of others; physical condition commensurate with the requirements of the position.

MINIMUM QUALIFICATIONS:

Licensed and currently registered by the New York State Education Department as an Occupational Therapist