

**MAYFIELD CITY SCHOOL DISTRICT
JOB DESCRIPTION**

Title:	Occupational Therapist
Reports To:	Principal, Director of Pupil Services
Position Status :	Full Time: 185 day assignment (Section 3319.07-ORC)
FLSA Status:	Exempt
Job Description:	Provide effective occupational therapy treatment and support that enables students to gain knowledge, acquire skills, and develop positive learning behaviors.
Qualifications:	<ol style="list-style-type: none"> 1. Valid State of Ohio Occupational Therapy license. 2. Bachelor's degree or higher from an accredited educational institution. 3. Successful working with children and young adults in a school or medical setting. 4. Good health, high moral character, and good attendance record. 5. Additional qualifications as the Board of Education may require.
Physical/Other Requirements:	<ol style="list-style-type: none"> 1. Able to access classroom, office, treatment, and appropriate areas of school and District property and facilities. 2. Strong communication and interpersonal skills. 3. Able to present information to individuals, small groups, and large groups in a clear and compelling manner. 4. Able to work successfully with students, other teachers, support staff, administrators, parents, and the community. 5. Suited for situations that require the ability to plan ahead, yet remain flexible enough to adapt to new situations or react to emergencies. 6. Suited for situations that require the ability to interact well with other people, but also the ability to work independently.
Performance Responsibilities (Essential Functions*):	
<ol style="list-style-type: none"> 1. Provide occupational therapy and support services in accordance with District policies and administrative guidelines, Operating Standards for Ohio Schools, and the provisions of State and Federal law. 2. * Assess and diagnose the occupational therapy needs of students to provide intervention services that address their identified needs. 3. * Employ prescribed therapy techniques, technology, and media, consistent with the District's approved instructional program, physical limitations of the facility, and the needs and capabilities of the individuals or student groups involved. 4. * Plan and implement written treatment program based on assessment of individual student data. 5. Assess student performance on an ongoing basis and report student progress to parents/legal guardians using methods approved by the District. 6. Assist with multi-factored evaluation, intervention assistance teams, and placement recommendations. 7. Work in conjunction with District staff to promote instructional services and support for special needs students in accordance with individualized education plans (IEPs) and/or other District-authorized accommodation plans. 8. Collaborate with teachers and other school staff to implement intervention and therapy services through individualized and small group sessions and through integrated strategies during classroom activities. 	

9. Provide inservice training and consultation with school staff, parents, and community groups on topics related to occupational therapy services.
10. Provide consultation for parents and school staff regarding referral services and agencies and regarding occupational therapy, fine-motor and gross-motor functional activities, daily -living activities, and assistive technology and supportive devices for students.
11. Respect the diversity of students' culture, language skills, and experiences.
12. Create a learning environment that is physically and emotionally safe.
13. * Maintain records and submit reports as required by law, District policy, and administrative guidelines.
14. Establish and maintain positive relationships with students, parents, and community.
15. Communicate and collaborate effectively with other teachers, administrators, and school/District staff.
16. Requisition all material, supplies, and equipment as needed to carry out program.
17. * Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
18. Meet the professional expectations of attendance, suitable attire and decorum, participation in school and District meetings/functions, and support of District initiatives.
19. Respond to specific requests from the Principal/Director on matters affecting the program and building operation.

Other Professional Expectations:

1. Serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings.
2. Instill in students the belief in and practice of ethical principles and democratic values.
3. Keep up-to-date and knowledgeable of educational issues, occupational therapy treatment, and District-related matters.
4. Perform other duties related to the therapist's role as assigned.

Additional Working Conditions:

1. Occasional exposure to blood, bodily fluids, and tissue.
2. Frequent travel within the community and occasional evening/weekend work.
3. Occasional operation of a vehicle under inclement weather conditions.
4. Occasional interaction among unruly children.

The employee shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout his/her employment in the District. In addition, the employee shall be free of any substance, prescribed or otherwise, that impairs the employee's work performance or the safety of others while on duty.