

**Davis Joint Unified School District****Position Description**

Position: Occupational Therapist

Salary: 55

**SUMMARY**

Provides assessment and direct services related to sensorimotor development and other identified developmental needs; provides consultation related to sensorimotor development; provides, where appropriate, direct and consultative occupational therapy services based upon needs determined through the IEP; and provides services to secondary, elementary, and/or preschool children and their families.

**Essential Duties and Responsibilities**

- Conduct developmental assessments and participate as a team member to determine program eligibility; assess student's fine, gross and sensory motor abilities and needs using a variety of tools; evaluate needs and progress toward goals as needed.
- Observe and assess sensorimotor development; develop and conduct sensorimotor focused interventions within the school environment.
- Communicate effectively with students, parents, staff, and other community agencies regarding technical information.
- Attend Individualized Family Service Plan (IFSP) and Individualized Education Program (IEP) meetings and assist in developing IEP goals; update student files based on assessment information and data; present assessment information to staff to determine team assignments.
- Maintain files on students as part of the IEP team; prepare letters and formal requests to agencies for equipment needs, funding sources and coordinator related services.
- Provide equipment, training and support to families related to student programming needs; conduct pre-school and natural environment visits; recommend, design, create and assist in acquiring adaptive equipment and special toys; demonstrate use of adaptive equipment.
- Prepare detailed written reports and summaries regarding intervention activity plans and consultations for staff and parent related to assessments, services, and intervention activities; prepare parent and staff handouts, file and maintain general records.
- Schedule and plan activities, and conduct outside visitations to families related to specific student programming needs.
- Develop sensorimotor focused interventions for functional and school-based activities; maintain communication with families to provide progress updates and activity information.
- Travel to district sites, community preschools and various district programs to provide occupational therapy to students.
- Attend various meetings and schedule meetings and other appointments; provide information and coordinate professional and community resources with other staff and related organizations.
- Requires the ability to comprehend and follow district safety plans, procedures, and policies and all other district standards and procedures
- Communicate with students, staff, parents and the public using tact, diplomacy and courtesy in sometimes confrontational or stressful situations.
- Performs other duties as assigned that support the overall objective of the position.

**Physical Abilities**

Dexterity of hands and fingers to operate therapeutic equipment, reaching overhead, above the shoulders and horizontally to utilize equipment. Sitting or standing for extended periods of time while working with students. Bending at the waist, kneeling or crouching to assist students. Hearing and speaking to exchange information. Carrying, pushing or pulling wheelchairs, positioning devices, or other adaptive equipment. Lifting and carrying moderately heavy objects and adaptive equipment.

**Education and Experience**

Bachelor's, Master's, or Doctoral degree in Occupational Therapy from an accredited institution. Registration by the National Board for Certification in Occupational Therapy (NBCOT). Experience in working with children having developmental disabilities or delays is desirable; neurodevelopmental training is desirable; experience working as a direct service therapy provider is desired.

**Licenses and Certificates**

Valid license through California Board of Occupational Therapy. Valid California driver's license. Valid First Aid and CPR certification.

BOE APPROVAL: