EC: Occupational Therapist

Reports to: Director for Exceptional Children Services and Principal
Supervises: May coordinate and direct the activities of the Occupational Therapy Assistant

Term of Employment: 10 months
Salary: Occupational Therapist - 78
FLSA Exempt/Non-Exempt: Exempt

Qualifications:
- Graduation from a four year accredited program of occupational therapy (required) and two years of experience, or
- A master’s degree in occupational therapy
- NC Occupational Therapist License

Essential Job Functions:

- Evaluates students’ abilities through a variety of functional and behavioral assessments and collection of information
- Provides direct therapy through various activities to develop and maintain living skills
- Participates in the multi-disciplinary meetings to develop Individual Education Plans
- Designs and constructs or modifies special equipment to meet individual needs
- Prepares sensory diets for students as appropriate
- Instructs and monitors educational personnel, community agencies and parents in the program to increase strength and dexterity of exceptional students
- Coordinates the development and evaluation of a school-wide occupational therapy program
- Projects budget needs, prepares and maintains budget
- Documents needs for equipment and materials
- Maintains clinical and administrative records in accordance with state guidelines and school policy
- Performs other duties and responsibilities as assigned by supervisor
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**Physical and Cognitive Requirements:**

The major physical and cognitive requirements listed below are applicable to this job classification within Moore County Schools.

Work in this classification is considered light physical work requiring the exertion of up to 20 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects.

Must be able to:

- walk, lift, reach, stoop, stand, grasp, kneel, crouch, key requiring repetitive motions
- use visual acuity in preparing and analyzing written or computer data
- visually inspect small defects and/or small parts
- operate a variety of machines, motor vehicles, hand, and job specific equipment and tools
- determine the accuracy and thoroughness of work
- observe general surroundings and activities
- hear sufficiently to accurately perceive information at normally spoken word levels, receive detailed information through oral communications and make fine distinctions in sound.
- communicate by spoken word to express or exchange ideas and convey detailed or important instructions to others accurately, loudly, or quickly
- safely work in situations of exposure to blood borne pathogens which may require specialized personal protective equipment
- demonstrate a thorough knowledge the theory, principles and methods of occupational therapy
- demonstrate a working knowledge of normal child development
- demonstrate a working knowledge of general management practice
- design or adapt equipment for individual needs
- administer treatment
- select and administer appropriate assessment and treatment activities
- plan, implement, administer and coordinate a physical therapy program
- plan, coordinate and conduct on the job training and continuing education for a variety of individuals
- communicate effectively orally and in writing