

AMADOR COUNTY OFFICE OF EDUCATION  
OCCUPATIONAL THERAPIST

DEFINITION

Under general direction, provides assessment, consultation and/or treatment to children with disabilities who qualify for occupational therapy services.

SUPERVISION

Reports to the Director of Special Education or designee. Employees in this classification receive limited supervision within a broad framework of overall objectives.

PRIMARY DUTIES AND RESPONSIBILITIES

- Processes referrals for students.
- Provides direct occupational therapy to students.
- Completes initial educationally related perceptual/sensory/motor assessments.
- Develops treatment plans and goals, with appropriate referrals to other agencies when necessary.
- Participates in the development of procedures, reporting forms, and records to manage the program.
- Prepares written reports.
- Attends initial IEP to review assessments, and attends other IEP meetings as appropriate.
- Provides in-services, training and consultation to special education staff and parents as needed.
- Maintains a positive, open communication with staff, schools, parents and agencies.
- Reviews occupational therapy/physical therapy progress reports.
- Consults with non-public agencies in related areas.
- Attends appropriate in-service/staff development meetings.
- Performs other duties as assigned.

GENERAL QUALIFICATIONS

- Knowledge of:
  - laws governing special education.
  - physical and psychological problems of various disabling conditions, and sensitivity to the effect upon their families.
  - Possession of a valid California driver's license.
- Ability to:
  - to follow guidelines of determination and provisions of educationally necessary occupational therapies.
  - understand, interpret, and provide educationally necessary therapies.
  - provide occupational therapy assessments.
  - establish and maintain effective work relationships with County Office personnel, school district personnel, and outside agencies.
  - communicate effectively, tactfully, and persuasively, both orally and in writing.
  - travel from program site to program site, as necessary, to provide direct treatment consultation, and collaboration for eligible children with disabling conditions as part of a multi-disciplinary team.

EDUCATION AND EXPERIENCE

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- Graduation from an accredited program in occupational therapy.
- Current registration with the American Occupational Therapy Association as an Occupational Therapist.
- Certification from the National Board for Certification in Occupational Therapy (NBCOT) required.
- Current license from the California Board of Occupational Therapy required.
- Advanced training in Sensory Integration.
- Experience working with children as an Occupational Therapist, with experience working in a public education setting preferred.

PHYSICAL DEMANDS AND WORKING CONDITIONS

Light Work:

Positions in this class perform work which may include: lifting, pushing and/or pulling which normally does not exceed 50 pounds.

Mobility:

Positions in this class require the mobility to stand, stoop, reach and bend.

Vision:

Positions in this class require vision (which may be corrected) to read small print.

SALARY LEVEL

Appropriate placement on the Special Educators of Amador County/CTA/NEA based on education and experience.