

**GREAT MEADOWS REGIONAL
BOARD OF EDUCATION**

JOB DESCRIPTION

TITLE: SCHOOL OCCUPATIONAL THERAPIST

QUALIFICATIONS:

- A New Jersey License as Registered Occupational Therapist (OTR) and School Occupational Therapist Certification

Medical, clinical and school based training in evaluations and implementation of Occupational Therapy Services to enhance students' potentials for learning.

Required criminal history background check

New Jersey residency required

REPORTS TO: Shared Director of Special Services

PERFORMANCE RESPONSIBILITIES:

1. Serves as a resource and consultant to teacher and school staff members in the area of motor development, sensory integration and independent living skills.
2. Provides diagnostic services in the areas of sensorimotor performance for those children referred through the Child Study Team.
3. Provides a therapeutic program to meet the individual needs of the student.
4. Screens students to determine level of performance as scheduled by the Child Study Team.
5. Provides small group and/or individual therapy as indicated.
6. Provides consultation through classroom teacher for remediating specific problems which affect academic performance.
7. Provides consultation to classroom teachers on a regular basis to discuss general and specific motor related problems.
8. Implements a therapeutic program to meet the individual needs of students in accordance with the education plan as outlined by the Child Study Team.

9. Assumes full responsibility for recommendations to the Child Study Team for renewal or curtailment of therapy services.
10. Assists the Child Study Team in resource, reference, or support information to families when necessary.
11. Assists with planning and implementing staff development/in-service education programs.
12. Collaborates with classroom teachers and other school staff members to implement techniques, which will enhance a child's performance in the classroom.
13. Keeps thorough ongoing records for the individual students who receive occupational therapy and reports monthly to the CST coordinator.
14. Assumes primary responsibility for requisitioning and maintaining inventory for equipment and supplies, including adapted equipment.
15. Performs other duties within the scope of employment as assigned by the Director of Special Services or the Child Study Team Coordinator.

TERMS OF EMPLOYMENT : Twelve month continued employment

EVALUATION: Performance of this job will be evaluated in accordance with state law and the provisions of Board policy and completed by the Shared Director of Special Services.

Revised: Dec. 17, 2019

Employee Signature