

SALIDA SCHOOL DISTRICT R-32-J

BOARD OF EDUCATION

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Temporary Employment Opportunity

Date: September 16, 2019

Position: Occupational Therapist

Compensation: \$32.73/hour (minimum)

Procedure for application:

Send complete application packet, including a certified application (available online at www.salidaschools.com), resume, letter of interest, three current letters of reference, and copies of certifications and transcripts (official transcripts will be required when hired) to:
(Internal applicants need only submit a letter of interest)

Nancy Jones
Salida School District
Central Administration Office
349 East 9th Street
Salida, CO 81201

Closing date of application: September 20, 2019

Beginning date of employment: September 23, 2019

Conditions of employment

Must have a Master's degree and hold a current Colorado Department of Education Special Service Provider license with an endorsement in Occupational Therapy.

Current Certification from the National Board for the Certification of Occupational Therapists (NBCOT) preferred. Crisis Prevention Intervention (CPI) certification or equivalent preferred

General Description of the Role

The school-based Certified Occupational Therapist Assistant (COTA) provides occupational therapy services to students ages birth – 21 in the Salida School District to help students benefit from special education. Job related activities include screenings collaboration, Individualized Education Plan (IEP) implementation, and direct and indirect therapeutic services. The position requires planning and conducting activities for a balanced program of instruction for student's diverse backgrounds and abilities. This position requires a high degree of collaborative communication and leadership. It also requires substantial organizational and time management skills. Written reports require a skill set that allows for efficiency and accessibility. A high level of autonomy is expected with equal amounts of self-management. Salary is based on a 156 day work calendar, scheduled with supervisor.

Supervisor and Evaluator: Director of Academic Affairs
Supervises and Evaluates: None

Specific Skills Preferred

Strong computer skills including Microsoft Office
Strong customer relations skills
Strong organizational skills and attention to detail
Ability to collaborate with team members
Leadership skills that support program objectives
Effective teaching skills
Understanding of the ISFP/IEP process
Experience with special populations
Familiarity with standardized and non-standardized assessments
Exposure to adaptive equipment and assistive technology and transfer training
Knowledge of school based OT model

Major Areas of Responsibility and Duties Specific to this Job

Conduct screenings, evaluations, and assessments of children birth – age 21, specifically birth to five.
Determine student's strengths, needs, and services warranted
Help identify long-term goals for post-school outcomes
Refer for other discipline involvement when appropriate
Assist IEP teams with the development and implementation of ISFP/IEPs.
Provide direct and indirect therapy services to students per ISFP/IEP
Train and consult with teachers, providers, and family members regarding curriculum, adaptations, modifications, and student participation and performance
Educate self, staff, and students in the proper use of assistive technology, including specialized software and hardware and high/low technologies
Modify environments to allow access for all students
Document services provided and monitor student progress

Professionalism

An exemplary staff member consistently demonstrates all of the following:
Manages oneself (is organized, prepared, and punctual; manages resources; meets deadlines; follows through on commitments; demonstrates appropriate physical appearance relative to job and environmental expectations)
Delivers significant, noteworthy contributions to team and organizational goals
Responds to districts
Is respectful and collaborative
Handles disagreements and conflicts in a diplomatic manner that does not result in decreased effectiveness over time
Enhances the image of public education
Displays a willingness to learn new information
Maintains ethics, legal responsibility, and confidentiality
Follows organizational and district policies

Physical demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand; use hands to manipulate or feel objects, tools, or controls; and reach with hands and arms. The employee frequently is required to talk or hear. The employee is occasionally required to walk, stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. However, while lifting amounts above 25 pounds a partner must be used. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

The Salida School District does not unlawfully discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, age, or disability in hiring for any position. Compliance officer: Director of Academic Affairs., 349 E 9th St, Salida, Co – 719-530-5469, award@salidaschools.org. No smoking or tobacco use is allowed on school property or in school vehicles Contract for employment shall be subject to approval by the District Board of Education. Selected applicant must comply with the District's Drug-Free Work Place Policy.