



Lewiston-Porter Central School District

One Purpose. Your Pathway. Our Promise.

Job Posting: 1800 03 24	Long-term substitute Occupational Therapist
Position Summary:	Long-term substitute to provide occupational therapy at the Elementary level, covering an upcoming maternity leave for approximately six weeks. See attached Civil Service job specification.
Time Frame:	May 15 – June 30
Education Required:	Master's Degree (Required)
Certification:	Licensed and registered by NYSED as an Occupational Therapist
Compensation:	Long-term substitute teachers are paid \$140.00 per day for the first forty days. After forty days, salary is based on contractual step, commensurate with experience and degree, per current LPUT Collective Bargaining Agreement salary schedule, and retro to day one of appointment.
Application Period:	Accepting applications March 7, 2024 through March 20, 2024. All applications must be submitted by the end of business day March 20, 2024.
Application Procedure:	<p>Apply directly online at www.wnyric.org/application: Online applications only will be accepted until March 20, 2024. In addition to completing the basic application, applicants are required to upload a current resume, cover letter, and proof of license/registration.</p> <p>*If not on a current Niagara County Civil Service Eligible List for Occupational Therapists, selected applicant will be required to submit the Niagara County Civil Service application along with a \$15 filing fee to Niagara County Civil Service for approval.</p>

*Lewiston-Porter Central School District is an equal opportunity employer.

Lewiston-Porter Central School District
Office of Personnel and Human Resources
4061 Creek Road, Youngstown, NY 14174
Phone: 716-286-7242 Fax: 716-286-7877

OCCUPATIONAL THERAPIST - SCHOOLS

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position involving responsibility for receiving referrals, evaluating, planning and providing occupational therapy treatment to students in accordance with written prescription or referral from a physician who provides medical direction. The work involves providing direct and in-direct services and select activities that will help individuals to fully participate in the general education program. The incumbent receives direct supervision from a higher-level employee. Supervision may be exercised over the work of Occupational Therapy Assistants. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Performs occupational therapy procedures upon the written prescription or referral from a physician, utilizing a creative activity which may be manual, industrial, recreational or educational, designed and/or adapted to correct or remedy any disability;
2. Receives referrals from professional staff, including teachers, CSE/CPSE, psychologists, physical therapists, parents, etc. The incumbent determines whether an evaluation should be performed and the type of evaluation based upon the referral information;
3. Tests and evaluates students' physical and mental abilities and analyzes medical/educational data to determine realistic goals for students;
4. Develops a treatment plan based upon his/her findings, short and long-term re-habilitation goals and in accordance with the physician's diagnosis, prescription or referral;
5. Recommends changes in students' classroom/school environments consistent with their needs and capabilities;
6. Prepares and revises information in Individualized Education Programs (IEPs);
7. Evaluates students' progress and prepares reports that detail progress;
8. Records on students' records all evaluation, re-evaluations, progress notes, and consultations;
9. Fabricates and applies hand splints, assists, monitors and trains students and other individuals in the use of adaptive assistive devices/equipment and/or self-help techniques to achieve maximum independence;
10. Helps students improve skills relating to decision making, abstract reasoning, memory, sequencing, coordination and perceptual skills;
11. Participates with other district's personnel in the formulation of students' total care plans;
12. Consults with school personnel regarding programming, early identification, and best practices;
13. Confers periodically with supervisor, parents and physicians regarding all facets of student care and related activities;
14. Assists in the development of, and instructs in the district's in-service education program;
15. Provides in-services to parents and staff members to improve educational performances;
16. Participates in school-based meetings;
17. Completes and maintains necessary records and prepares reports;
18. May supervise the work of Occupational Therapist Assistants.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, techniques and practices of occupational therapy; good knowledge of the operation and minor maintenance of apparatus and equipment used in occupational therapy; working knowledge of human anatomy, kinesiology, and physiology as they relate to the evaluation and treatment of students receiving occupational therapy; working knowledge of the terminology and practices of modern social casework; working knowledge of basic physical and recreational activities; working knowledge of community resources available to support or supplement the occupational therapy program; working knowledge of modern educational and classroom techniques; ability to evaluate, plan, execute treatment plans for students; ability to organize and maintain accurate records and files; ability to understand and interpret complex oral instructions and/or written directions; ability to plan and supervise the work of others; ability to establish and maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to deal effectively with the public; ability to understand and empathize with the needs and concerns of others; physical condition commensurate with the requirements of the position.

MINIMUM QUALIFICATIONS:

Licensed and currently registered by the New York State Education Department as an Occupational Therapist