

WINSLOW TOWNSHIP SCHOOL DISTRICT JOB DESCRIPTION

SCHOOL OCCUPATIONAL THERAPIST

QUALIFICATIONS:

- Valid New Jersey School Occupational Therapist Certificate with New Jersey State License
- Required criminal history review background check and proof of US citizenship or legal resident alien status
- Alternatives to the above qualifications may be substituted as deemed appropriate by the Board of Education

REPORTS TO: Building Principal and Director of Student Support Services

SUPERVISES: N/A

PERFORMANCE RESPONSIBILITIES:

1. Provide occupational therapy to individual students according to their IEP's.
2. Collaborate with related service providers and classroom staff to provide in class fine and sensory motor activities for students.
3. Serve as a consultant to special education teachers, physical education teachers and parents.
4. Facilitate staff and parent training workshops on pertinent topics.
5. Maintain therapy logs reflecting student progress.
6. Maintain professional knowledge of current and best practices
7. Maintain compliance within the legal requirements of NJAC.
8. Compliance with documentation of services for reimbursement.

TERMS OF EMPLOYMENT: This is a ten month position. Salary, holidays and benefits are to be negotiated annually with the Board of Education.

EVALUATION: Performance of job responsibilities will be evaluated in accordance with the Board-approved policy for evaluation of certificated staff.

STATEMENTS OF AGREEMENT:

Americans with Disabilities Act Statement

Applicants, as well as employees who become disabled, must be able to perform the essential functions listed on this job description either unaided or with reasonable accommodation. The Winslow Township District School Administration shall determine reasonable accommodation on a case-by-case basis in accordance with applicable laws, in the event such a determination becomes necessary.

Essential Functions Statement

I have read this job description and I certify that I meet all of the qualifications of the position, and I can perform all of the essential functions of the position unaided or with accommodation.

Signature

Date

Approved: 1/9/2006
Revised: 11/9/2022