

SOMERSET COUNTY PUBLIC SCHOOLS

7982-A CRISFIELD HIGHWAY • WESTOVER, MD 21871 • TELEPHONE: 410-651-1616

ANNOUNCEMENT OF VACANCY OCCUPATIONAL THERAPIST (PART-TIME) (2008-2009 SCHOOL YEAR)

Summary of Description of Classification

The Occupational Therapist provides occupational assessment, therapy and consultative services as a member of the School/County Multi-disciplinary Team.

SALARY: Commensurate with certification and experience based on the 2008-2009 Somerset County Teacher Salary Schedule.

REQUIREMENTS

- A. Educational Requirements - Have an Occupational Therapy Degree from an accredited institution and completed all course work to satisfy licensure requirements.
- B. Meet requirements as stipulated in Comar – 13A-12-03-11
- C. Knowledge and Skill Requirements -
 - 1. Comprehensive knowledge of occupational therapy demonstrated by a degree in OT from an accredited school.
 - 2. Knowledge of clinical practices across a wide range of disabilities and age groups.
 - 3. Knowledge of documentation requirements from referral through dismissal.
 - 4. Knowledge of quality assurance mechanisms and “best practice standards.
 - 5. Clinical skills appropriate to treat children with a variety of diagnoses.
 - 6. Excellent oral and written communications skills.
 - 7. Excellent time management skills
 - 8. Excellent documentation skills.

DUTIES:

- 1. Perform comprehensive evaluations on referred students and develop appropriate goals and objectives.
- 2. Utilize appropriate treatment techniques/strategies to promote functional outcomes.
- 3. Adapt therapy strategies to enhance progress as needed..
- 4. Teach appropriate carryover activities to students.
- 5. Recommend and train in the use of appropriate assistive technology to enhance student’s function in therapy, home and community environment.
- 6. Demonstrate understanding/awareness of documentation requirements from evaluation through dismissal.
- 7. Complete required documentation accurately and according to IDEA guidelines and timelines.
- 8. Document student input and strengths, weaknesses, needs and preferences in evaluations, re-evaluations and documentation reports.
- 9. Document use of functional goals and attainment of functional outcomes in reports and notes, as appropriate.
- 10. Reflect measurable progress in all documentation.
- 11. Participate as a member of multi-disciplinary team.

12. Communicates appropriately with student, family and school staff.
13. Attend and provide professional in-service training and education.

APPLICATION PROCEDURE:

Those meeting the employment qualifications for the position and desiring to be a candidate must mail or fax:

- professional application
- a letter of application
- a resume
- a copy of your present certification
- three (3) letters of references

This information should be sent directly to:

Leo Lawson
Supervisor of Human Resources
Somerset County Public Schools
7982-A Crisfield Highway
Westover, MD 21871
Fax # 410-651-2931
e-mail: lawson@somerset.k12.md.us
Website: www.somerset.k12.md.us

An application can be found on the Somerset County Public Schools website.

DEADLINE: All letters of application must be received by **Monday, August 4, 2008, no later than 4:00pm.**

“The Somerset County Public School System does not discriminate on the basis of race, sex, age, national origin, religion, or disability in matters affecting employment or in providing access to programs.”