



-VACANCY NOTICE-

POSTING PERIOD: 08/22/2017 – 09/05/2017

Applications are being accepted for the position listed below during the Posting Period and beyond if not filled within 2 weeks of the end of the posting date.

POSITION: Occupational Therapist Registered/Licensed –School Program

PROGRAM: School Program

WHEN: Immediately

FLSA STATUS: Part- time/Non-exempt

DESCRIPTION: Under the supervision of the School Program Director is responsible for planning and delivering OT services to students of the School Program.

RESPONSIBILITIES:

- Screen and assess individual strengths and weaknesses using formal and informal tools.
- Follow goals/objectives in conjunction with educational/vocational goals and parent/guardian input.
- Recommend program materials and adaptive equipment for individual use.
- Prepare therapy sessions, therapeutic material and equipment orders, adapts, or makes curriculum materials appropriate for the needs of a specific student or class.
- Maintain and organize the therapy area.
- Provide individual and small group treatment within the classroom, community, work area, therapy room or immediate environment of Holy Childhood.
- Implement treatment plan and educational objectives.
- Complete daily progress notes and billing records accurately within required time frame.
- Report progress to team, parents & CSE at end of summer session.
- Attend and participate in case reviews, parent conferences, and other scheduled student/individual meetings. Discusses changes in therapy program with team and parents/guardians.
- Meet with team members regarding group or classroom-based therapy to ensure role clarification and maximize student participation.
- Supervise certified occupational therapy assistant (COTA) as outlined by American Occupational Therapy Association guidelines and in compliance with Medicaid and NYSED requirements
- Supervise student interns as scheduled and maintain contact with education site.
- Participates in off-campus meetings when requested.
- Provides in-service assistance to staff.
- Demonstrate sensitivity to and respect for the diverse cultural backgrounds and practices of the students, staff and families of Holy Childhood

QUALIFICATIONS:

The Occupational Therapist is required to have at least a Bachelors Degree in Occupational Therapy and be licensed by the State of New York as well as certified by the National Board of Certification in Occupational Therapy (NBCOT).

Please send cover letters and resumes to:

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The School of the Holy Childhood is an Equal Opportunity Employer and does not discriminate on the basis of race, age, color, religion, sex, marital status, sexual orientation, veteran status, national origin, or any other characteristic protected by law.

Our mission is to prepare children and adults with developmental disabilities for maximum independence and integration in the community through individualized programs and services, in keeping with the philosophy and vision of our founders. We are dedicated to serving our people in an atmosphere of dignity and compassion.