



Occupational Therapist

Classification: Part-Time, Non-Exempt

Reports To: Director of Educational Services

Summary:

The Occupational Therapist (OT) serves as a member of our interdisciplinary team providing evaluative and treatment services to the clients served through WVCA (birth through six years). The OT must demonstrate knowledge of the principles of growth and development over the life span; possess the ability to assess data reflective of the client's status; interpret the appropriate information needed to identify age-specific goals; and to provide the services needed as described in WVCA's policies and procedures.

Education and Experience Required:

- Minimum of a Bachelor's of Science degree in Occupational Therapy required from an accredited school of Occupational Therapy
- At least One (1) year pediatric Occupational Therapy experience preferred, preferably in Pediatrics

Special Employment Requirements:

- Current licensure as a registered OT by the PA State Bureau of Professional and Occupational Affairs required
- Current certification from the National Board for Certification in Occupational Therapy (NBCOT®)
- Must be cleared by PA State Police criminal history check and PA Department of Public Welfare Child Abuse Central Register (Childline)
- CPR Certification must be obtained and maintained
- Good written and verbal communication skills; and interpersonal skills required for effective communication with staff, clients, and families
- Valid PA driver's license and automobile insurance as position involves travel to client's homes

Principal Duties:

- Demonstrates the knowledge and skills necessary to provide care appropriate to the pediatric population
- Competently evaluates, plans and implements treatment for all children referred to the OT program
- Establishes personnel and therapeutic support with clients and families, demonstrated by good teaching skills to encourage caregiver carryover of treatment program

- Effectively provides direct support and supervision to students, observers, and volunteers
- Actively participates in trainings and in-services
- Maintains a high level of professionalism and positive attitude conducive to the role of OT
- Delivers treatment in home, school or private settings as indicated.
- Completes required documentation needed for contract compliance in the established time frames
- Participates as a team member with families and co-workers at IFSP or IEP meetings
- Assesses feeding/drinking or equipment needs and recommends/implements treatment strategies, follow-ups, or appropriate referrals
- Coordinates schedule to achieve maximum productivity and efficiency during work day
- Completes other related duties as assigned by Executive Director.
- Completes all necessary continuing education courses to keep license and registration active and compliant.

Physical Demands:

- Position requires strength and ability to lift up to 50 lbs.
- Position involves sitting, transition to/from and working on floor mats, reaching and strained positions
- Position requires the ability to transport self throughout facility and take clients to and from therapy area from assigned classrooms

The information above is not comprehensive of all duties/responsibilities performed by this position. This job description is not an employment agreement or contract. The Executive Director and Board of Directors have the exclusive right to alter this job description at any time without notice.