

NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION

VACANCY FOR 2024-2025 SCHOOL YEAR

Title: Occupational Therapist

Goal: To improve student outcomes by implementing an occupational therapy program for students and actively participate as a member of the student's educational team and the school community.

Qualifications:

- Illinois Department of Financial and Professional Regulation Licensure (IDFPR)
 - National Board for Certification in Occupational Therapy Licensure (NBCOT) *
 - The American Occupational Therapy Association Licensure (AOTA)*
- *Not required but preferred

Evaluator: NTDSE Administrator

Essential Functions (Duties & Responsibilities)

General

1. Adhere to professional, ethical, and legal standards for the practice of Occupational Therapy in the schools, as dictated by associated organizations, e.g., ISBE, NBCOT.
2. Implement practices consistent with the Danielson Framework for Teaching.
3. Follow policies and procedures established by NTDSE, and the School Code of Illinois.

Specific

Planning and Preparation

1. Demonstrate a thorough understanding of disabilities and occupational therapy.
2. Conduct assessments and develop and implement a plan for effectively and efficiently serving the needs of students in an equitable and culturally fair manner through various evidence-based models of service.
3. Utilize additional resources to assist with the assessment, development, and implementation of services.
4. Utilize technology to generate reports, manage data, communicate with staff and parents, and complete required student records.

Classroom Environment

1. Establish respect and rapport with students.
2. Supervise the safety of all students in the classroom.
3. Establish clear expectations for student behavior and maintain appropriate classroom instructional and behavioral control.
4. Organize time, environment, materials, and equipment to facilitate learning.

Delivery of Service

1. Design instruction that is integrated, challenging, authentic, and engages the learner.
2. Progress monitor student growth and adjust instruction as needed.
3. Provide parents with information related to student's occupational therapy needs, and suggestions for activities to promote the development and generalization of skills.

Professional Responsibility

1. Maintain accurate records (e.g. daily attendance, communication logs, and data and complete required documentation/IEP responsibilities and record-keeping) in a specified time and manner.
2. Communicate effectively both orally and in writing including composing reports for IEP meetings or home/school correspondence.
3. Be an integral member of the educational team. Prepare for and participate in team meetings, problem-solving meetings, and student meetings. Demonstrate professional behavior while sharing expertise.
4. Consult with outside professional agencies/service providers for coordination of therapeutic interventions and evaluations, when appropriate.
5. Maintain effective and professional communication with educational team members.
6. Relate in a helpful, positive, and efficient manner with all stakeholders and serve as a positive ambassador for NTDSE across all environments.
7. Assume responsibility for professional growth by participating in Professional Development activities formally (e.g. institute days, early releases, NTDSE/Township meetings) and informally (e.g. share/collaborate/mentor/coach with NTDSE and district team members).
8. Maintain appropriate certification/licensure/standards of practice.
9. Other duties as assigned.

Other Duties

Physical Requirements and Other Responsibilities:

- Requires physical exertion with no weight restrictions (e.g., lifting and transporting students, carrying materials or supplies) and physical mobility
- Requires the ability and willingness to manage any feeding and toileting needs of students, if appropriate
- Independent transportation is required because NTDSE staff frequently work in multiple locations within the NTDSE community
- Knowledge of first aid and health-related emergency procedure

Terms of Employment:

- School year calendar with option to work Extended School Year
- Salary and benefits based on the IFT/AFT, AFL-CIO contract.

Application Procedure:

Apply online at www.ntdse.org. Click "Employment" tab

Application Deadline:
April 12, 2024