



DISTRICT 186

SPRINGFIELD PUBLIC SCHOOLS

NOTICE OF VACANCY

DATE: August 11, 2022

TITLE OF VACANCY: Occupational Therapist

LOCATION: Auxiliary Building (Travel)

HOURS PER DAY: 8

DAYS PER YEAR: 190

REQUIREMENTS/QUALIFICATIONS:

1. Bachelor's or Master's degree from an accredited program for occupational therapists
2. Valid registration with the American Occupational Therapy Association (AOTA)
3. Valid State of Illinois registration as an Occupational Therapist

SPECIFIC RESPONSIBILITIES:

1. Identification and Planning
 - a. Assemble, review, record pertinent information upon referral
 - b. Maintain student files and current prescriptions
 - c. Evaluate students to determine need for therapy and level of service
 - d. Plan treatment programs and determine treatment goals (IEP's)
2. Service Delivery
 - a. Provide input to multidisciplinary conferences
 - b. Supervise programs conducted by Certified Occupational Therapy Assistants (COTA's)
 - c. Update treatment programs and goals as appropriate
 - d. Provide direct and consultative service as appropriate
 - e. Document evaluation/intervention procedures and results through progress notes and reports
3. Perform other duties as assigned

APPLICATION DEADLINE:

Until Filled

APPOINTMENT DATE:

Upon Board Approval

SALARY: Based on Years of Experience

BENEFITS: Personal and Sick Leave - Medical Insurance - Life Insurance - Illinois Municipal Retirement

SELECTION PROCESS: Application, Interview, and Selection

HOW TO APPLY:

go to www.sps186.org/humanresources and click on classified vacancies, follow online instructions

OR

REFER APPLICATION AND RESUME TO:

Gina McLaughlin-Schurman, Assistant Superintendent of Human Resources

Springfield Public Schools District 186

1900 West Monroe Street

Springfield, IL 62704

217-525-3006

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