

NOTICE OF VACANCY

DATE: August 21, 2019

TITLE OF VACANCY: Occupational Therapist

LOCATION: Travel – Auxiliary Building

HOURS PER DAY: 8

DAYS PER YEAR: 190

REQUIREMENTS/QUALIFICATIONS:

1. Bachelor's, Master's or Doctorate degree from an accredited program for occupational therapists
2. Valid registration with the National Board for Certification in Occupational Therapy (NBCOT)
3. Valid State of Illinois Occupational Therapy license

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
 - f. Ongoing collaboration with team
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, Director of Human Resources
Springfield Public Schools District 186
1900 West Monroe Street
Springfield, IL 62704
217-525-3006

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