OCCUPATIONAL THERAPIST – 11 MONTH – ITINERANT
John Archer School

To provide occupational therapy to students as determined by Individual Education Program (IEP) goals and Individualized Family Service Plan (IFSP) goals.

DUTIES AND RESPONSIBILITIES INCLUDE

These items are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.

- Serves as an itinerant therapist to students with a documented education disability and as a consultant to teachers, parents, administrators, and others as appropriate.
- Serves as a member of an IEP/IFSP team when students receiving occupational therapy are being discussed.
- Performs team approved occupational therapy screening assessments and evaluations during the school year and summer months, as required.
- Interprets test results and write reports.
- Participates in the development of IEP's and IFSP's.
- Provides occupational therapy services to students with approved IEP/IFSP.
- Provides consultative services to parents, teachers, administrators, transportation staff, and others as appropriate.
- Consults with outside agencies; shares information with teachers, administrators, and school health staff as appropriate.
- Completes Medicaid billing encounter forms.
- Maintains accurate records and completes required special education forms.
- Maintains documentation of services provided to students.
- Provides therapy to students as part of the Extended School Year (ESY) Program.
- Performs other work-related duties as assigned.

SALARY

Starting salary for 11 Month Occupational Therapist ($59,835)
May increase with additional education and experience.

REQUIREMENTS

- Hold or be eligible for a Maryland license as an occupational therapist from the Department of Health and Mental Hygiene (DHMH).
- Able to collaborate with school-based staff.
- Excellent written and oral communication skills; excellent interpersonal skills.

HOW TO APPLY

Employment applications are accepted online only. To access the application, visit the Current Job Openings section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.

DEADLINE

Online employment applications will be accepted until filled.
The Harford County Public School System (HCPS) does not discriminate on the basis of race, color, sex, age, national origin, religion, sexual orientation, gender identity, marital status, genetic information, or disability in matters affecting employment or in providing access to programs to employees. Inquiries related to the non-discrimination policy of the Board of Education of Harford County should be directed to the Supervisor of Equity and Cultural Proficiency, 410-809-6065.

This document is available in alternative form upon request. To request disability-related reasonable accommodations, please notify a staff member in the Human Resources Office at the time you are contacted for an interview.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE