



NEW: 08/07/2019
 Submitted: 08/06/2019

JOB TITLE:	SUBSTITUTE THERAPIST ASSISTANT (OCCUPATIONAL/PHYSICAL)
DIVISION	HUMAN RESOURCES
SALARY SCHEDULE/GRADE:	SUB
WORK YEAR:	AS NEEDED
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8845
BARGAINING UNIT:	SUBC

SCOPE OF RESPONSIBILITIES

Provides students with therapy services under the supervision of a licensed therapist that are necessary for the students to benefit from their exceptional child education.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Administers treatment and implements programs as designated by the therapist
- Interacts with parents and school personnel in implementing an appropriate individual education program
- Assists the therapist in communicating with parents concerning home programs, equipment, and other therapy related matters
- Documents student progress and maintains appropriate data/records pertaining to therapy services
- Recommends individual equipment needs and modifications to the therapist; assists in adapting, fabricating and maintaining equipment
- Participates in providing in-service programs for school District personnel
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

- High School Diploma or G.E.D.
- Graduate of a two (2) year approved therapist assistant program
- Licensed Physical Therapist Assistant or Certified Occupational Therapy Assistant
- Effective communication skills

DESIRABLE QUALIFICATIONS

- Ability to work in a team situation
- Experience in a diverse work place