

POSTING

LAKOTA LOCAL SCHOOL DISTRICT
Human Resources Office

TO: All Certified Staff Members
FROM: Human Resources
DATE: January 8, 2025

We are now accepting applications for the following vacancy:

Position: Occupational Therapist, 1 FTE

Location: To Be Determined

Qualifications: Candidates must have a valid Ohio Occupational Therapist License and be qualified as an Occupational Therapist.

Salary: Current Lakota Teacher Salary Schedule

Date of Employment: August 11, 2025

Contract Days: 7.75 hours per day, 5 days per week and 184 days on a school year calendar.

Application Process: Current Lakota employees may apply through **3:00 P.M. January 14, 2025**. Following the review of all internal applicants, administration will review all applicants who have completed an on-line application at **www.lakotaonline.com** Current Lakota employees must create a user account and profile in the Butler County Area Application Consortium System to apply for these positions.

Application Deadline: Until Filled

Applicants that are offered positions shall be required to submit to an FBI/BCII criminal background check. Failure to satisfactorily pass the criminal background check based on the discretion of the Board of Education will preclude an individual from employment with the district.

**LAKOTA LOCAL SCHOOL DISTRICT
JOB DESCRIPTION**

Position:	Occupational Therapist
Department:	Special Services
Reports to:	Director of Special Services
Hours:	7.75 hours per day; 5 days per week
Contract:	184 Days
Salary Schedule:	LEA Salary Schedule

SUMMARY:

To enable the school district to provide quality education for all children.

MINIMUM EDUCATION:

Must possess a bachelor's degree and a valid Ohio teaching certificate/license for occupational therapy.

EXPERIENCE:

Proficiency in MS Office (Word, Excel, PowerPoint and Access), etc. to maintain various records, documents and reports.

RESPONSIBILITIES:

- Demonstrates knowledge of subject area.
- Provides an occupational therapy evaluation as prescribed by a licensed physician, as a part of the multifaceted evaluation.
- Develops an individual therapy plan based on the physician's prescription and therapist's evaluation for each student in the program.
- Assist in the development of the IEP.
- Providing therapy that will:
 - a. Improve, develop or restore functions impaired or lost through illness, injury or deprivation.
 - b. Improve ability to perform tasks for independent functional when functions are impaired or lost.
 - c. Preventing, through early intervention, initial or further impairment or loss of function.
- Functioning as a consultant with the student's parents/guardians and school personnel.
- Instructs parents/guardians and teachers in the use of techniques and equipment.
- Assisting in the provision of the specialized and adaptive activities in the prevocational and vocational programs.
- Employs a variety of instructional techniques.
- Uses a variety of school and community personnel and material resources.
- Demonstrates appropriate academic planning and organization.
- Designs and employs a variety of objective and consistent assessment techniques when evaluating learning or development.
- Adapts methods, activities and materials to meet the needs of students with varying abilities.
- Employs intervention strategies for students in need of assistance.
- Establishes and maintains effective classroom control to meet the educational needs of the students.
- Consistently enforces the district and building codes of conduct.
- Develops a climate of mutual respect and cooperation as evidenced by pupil-pupil and pupil-teacher interaction.
- Reinforces/rewards appropriate social and academic behavior and uses constructive disciplinary approaches.
- Assists students to develop responsibility and exercise self-discipline.
- Demonstrates the ability to handle classroom behavior problems, intervening early and employing the most appropriate techniques and personnel.
- Participates in continued educational experiences to remain current in the profession of education.
- Maintains professional interactions with other educational personnel, parents, and the community.
- Performs necessary clerical responsibilities.
- Works independently and/or cooperatively to identify and solve professionally related problems, issues, and concerns.

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

- Accepts change and constructive criticism in a professional manner.
- Follows written administrative policies and procedures of the department, school and district.
- All other duties as assigned by administration.

EMPLOYMENT REQUIREMENTS:

- Work is performed in a school environment
- Ability to lift up to 50 lbs.
- Bending, Lifting, Twisting and repetitive motion required

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.

January 2020