Job Title: Certified Occupational Therapy Assistant

Department: Occupational Therapist
Reports To: Special Education
Grade: CA-17
Number of Days: 190
Security Access: 
Current Date: November 21, 2016
Overtime Status: Non-Exempt

Position Summary: Provide intervention in the area of fine motor and sensorimotor skill development under the direction of an occupational therapist. Services are provided in a variety of school settings, ranging from preschool to high school.

Minimum Qualifications:
- Education
  - Graduated from an accredited program for Occupational Therapy Assistants
- Experience
  - Experience working with children who are disabled

Responsibilities and Essential Functions: The following duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.
- Provides educationally necessary intervention in the area of motor skill development, focusing primarily on fine motor and sensorimotor development, under the general supervision of a licensed Occupational Therapist.
- Services are provided in a variety of school settings, ranging from preschool to high school. Performs related work as required.
- Ability to drive to various schools in order to provide occupational therapy services in the neighborhood schools of students on caseload
- Related work as required.

Skills and Abilities Required: The following characteristics and physical skills are important for the successful performance of assigned duties.
- Specialized Knowledge, Licenses, etc:
  - Licensed as an occupational therapy assistant in the State of Oklahoma
- Physical Requirements:
  - The work is mostly walking and standing with periods of sitting.
  - Typical positions require workers to lift up to 100 pounds, climb stairs, ladders or scaffolding;
  - Bend and crouch;
- Reach, hold, grasp and turn objects;
- Use fingers to operate computer or typewriter keyboards;
- Demonstrate an athletic activity or physical exercise;
- Feel the shape, size and temperature of objects;
- Physically restrain students.
- The work requires the ability to speak normally, to use normal or aided vision or hearing and to detect odors.

**Supervisory Responsibility:**

**Working Conditions:** Exposure to the following situations may range from remote to frequent based on circumstances and factors that may not be predictable.

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