

\*\*\*PLEASE POST\*\*\*

May 1, 2022

## **SCHOOL CITY OF EAST CHICAGO**

### **Openings - 2022-2023 School Year**

**POSITION:** Occupational Therapist(s) - District Wide

**REPORTS TO:** Director of Special Education

#### **JOB DESCRIPTION:**

Evaluation of student to determine educational function levels and identify special needs related to the educational environment. Professional to Plan and provide implementation of therapeutic activities to assist students to function in the educational setting.

#### **REQUIRED QUALIFICATIONS:**

- Certification by National Registration Exam
- License from State of Indiana to practice OT

#### **DUTIES AND RESPONSIBILITIES:**

1. Implementation to meet IEP goals, Program planning and management, writing and assisting in development of exceptional students IEPs.
2. Provide training to appropriate persons to generalize skills, therapy goals in the School setting.
3. Classroom adaptations, modifications and equipment recommendations.
4. Program services may include: self-help skills, functional mobility in the school environment, adaptive equipment, positioning, motor functions, sensory processing, and vocational skill assistance.
5. Inventory of equipment and placement of equipment necessary for the school environment, as well as instruction of proper equipment.
6. Function as a team member for Assessment team, Student IEP team when necessary; maintain contact with family, school, public agencies, and physicians as needed for student goals.
7. Evaluation, screening to develop student IEP
8. Formulate OT policies and procedures
9. Schedule students for evaluations and interventions/therapy
10. Assign and supervise Caseload and responsibilities
11. Performs other related duties, as assigned for the purpose of ensuring the efficient and effective functioning of the school district.

**SALARY:**

- Commensurate by Experience and Education
- Competitive package provided

**START DATE:** 2022-2023 School Year

**APPLICATION DEADLINE: OPENED until filled.**

**Please submit a letter of interest and credentials/resume to:**

Kimberly Morris  
HR Coordinator  
School City of East Chicago  
1401 E. 144<sup>th</sup> Street  
East Chicago, IN 46312  
[kmorris@ecps.org](mailto:kmorris@ecps.org)

Apply **on-line** @ <https://rds.ecps.org/rdsonlineapp/> {applies to out of district applicants}

Look for postings on-line @ [www.scec.k12.in.us](http://www.scec.k12.in.us) Links/JOB OPENINGS