



MINNESOTA VALLEY EDUCATION DISTRICT

801 Davis Street, St. Peter, MN 56082 Office: 507-934-5420 Fax: 507-934-5893

~ *Preparing Learners for Life* ~

Minnesota Valley Education District (MVED) is looking for a Long-Term Substitute Occupational Therapist beginning approximately March 22, 2021 through the end of the school year.

Job Summary:

Provides occupational therapy services for students receiving special education services throughout the District. Assesses, plans, organizes and participates in educationally-based programs that provide students with optimal educational opportunities. Opportunities present in daily living skills, self-regulation, independent living skills, sensory swallowing disorders, etc.

Major Duties & Responsibilities:

- Provides student-specific direct and indirect occupational therapy services as determined in the IEP. Conducts appropriate occupational therapy screening, evaluation, and intervention services to support students with disabilities who are referred by campus personnel and parents. Follows departmental and state guidelines for providing screening, evaluation, and intervention services for children with disabilities including maintaining compliance with due process requirements, professional peer review and administrative review policies
- Effectively communicates with district personnel, students, caseworkers, parents, etc. Participates in meetings as requested. Serves as a liaison with the medical community and agencies on student issues related to occupational therapy services. Supports parents of children with disabilities to understand the role of occupational therapy services in school. Accesses school or community resources
- Provides student-specific technical, behavioral, and visual support. Adapts, constructs, or recommends specialized equipment to facilitate student performance. Supports classroom personnel to effectively use classroom-based technology and assistive technologies to facilitate student success
- Works with students and school personnel to support and implement proactive behavior management strategies
- Attends IFSP, IEP, team, and other meetings
- Collaborates with team members regarding all aspects of planning, including transition planning
- Completes due process documentation according to the guidelines set forth in State and Federal law
- Maintains a system of documentation and billing
- Provides billable medical assistance services

Licensures, Certifications, and Other Requirements:

- Licensed by the Minnesota Department of Health as an occupational therapist. Must possess the National Board of Certified Occupational Therapist (NBCOT) designation.
- May be required to possess a current Minnesota Motor Vehicle Class D Operator License.

Application can be found at mnved.org and application materials can be emailed to employment@mnved.org
Open until filled.

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