



We are pleased to announce that we are seeking qualified applicants for the position of **OCCUPATIONAL THERAPIST**

High Desert ESD celebrates all cultures and languages and is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive considerations for employment without regards to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**POSITION(S):** 1 **Occupational Therapist**  
40 hrs/week, Mon-Fri, 189 days per year (pro-rated for remainder of 2020-21)

**LOCATION:** Central Oregon

**START DATE:** As soon as possible

**SALARY RANGE:** As established by bargaining agreement, 2020-21 Licensed Salary Schedule (based on experience and education). Benefits include family insurance package, sick leave, paid holidays, generous tuition reimbursement, PERS contributions.

**QUALIFICATIONS:** **Definition**  
Under general supervision, the OT assesses and provides direct, indirect and consultative occupational therapy to identified children in seven counties served by Central Oregon Regional Program (CORP) and High Desert ESD. Services can include direct intervention to improve function as well as setting up programs and training staff and families to work toward goals in the areas of motor, sensory, perceptual, pre-vocational or activities of daily living (feeding, dressing, hygiene). Evaluation, selection or fabrication and monitoring of splints or adaptive equipment as well as assisting the funding resources and writing letters of support are services that an occupational therapist might provide.

**Qualifications**  
Possess a valid Oregon Occupational Therapy license. Experience as a therapist with demonstrated ability to relate and collaborate effectively with parents and educational staff. A Bachelor's Degree in Occupational Therapy from an accredited college or university approved by the AMA and the American OT Association is preferred. Experience with pediatric occupational therapy strategy is preferred. The ability to perform significant reaching, bending, stooping, crouching and lifting 50 pounds is expected. Must have access to reliable transportation, and consistent attendance is required. Applicants must have successful experience in working with culturally diverse families and communities, and/or have otherwise demonstrated a commitment to equity and strengthening engagement of a diverse community and skill in communicating with a diverse population.

Please see attached job description for additional information and responsibilities.

**APPLICATION PERIOD:** Open until filled

**CONTACT:**

**DIRECT YOUR INQUIRES REGARDING THIS POSITION TO**  
Amy Joynt, 541.693.5707 or [amy.joynt@hdesd.org](mailto:amy.joynt@hdesd.org)

- A COMPLETE APPLICATION INCLUDES**
- Letter of interest stating how your background experience qualifies you to assume the responsibilities of this position
  - Current résumé
  - Completed application form (may be downloaded from HDESD website [www.hdesd.org](http://www.hdesd.org))
  - Three (3) professional letters of recommendation

**DIRECT YOUR MATERIALS REGARDING THIS POSITION TO**  
Kristen Johns, Human Resources Specialist  
High Desert ESD  
2804 SW Sixth Street  
Redmond Oregon 97756  
Fax 541.638.9654  
[kristen.johns@hdesd.org](mailto:kristen.johns@hdesd.org)

If you currently hold a regular position with HDESD, you may apply by submitting a cover letter, an up-to-date resume including your current position, and an up-to-date list of references.

High Desert ESD is an affirmative action equal opportunity employer and complies with federal and state statutes that prohibit discrimination on the basis of race, color, national origin, religion, sex, age, disability or marital status. If you have a disability and need an alternate format in order to complete the employment process, you may call Human Resources at (541) 693-5600. Please leave a message describing the alternate format needed. The ESD is committed to maintaining a drug-free workplace and strictly complies with drug testing policy. Employment with HDESD requires employee's wages be paid via direct deposit to a bank account or paycard.

APPROVED: 9/11/2020

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DIRECTOR OF HUMAN RESOURCES  
Posting #L20-21/523-6083

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**Classification** Licensed

**Reports To** Director of Special Program and Services or designee

## **Performance Responsibilities**

1. Demonstrate knowledge of:
  - a) Etiology, characteristics and prognosis of major handicapping conditions
  - b) Variety of treatment techniques, knowing indications and contraindications
  - c) Role of an OT in the educational setting and the ability to explain that role to others
  - d) Recent research developments and new OT treatment procedures
  - e) Evaluation techniques
  - f) Human growth and development
  - g) Sensory-perceptual dysfunction and its management
  - h) Motor dysfunction and its management
  - i) Psychosocial dysfunction and its management
2. Work as part of a multi-disciplinary team, consult with education staff, and direct a Certified Occupational Therapy Assistant (COTA), if necessary
3. Develop appropriate treatment plans
4. Evaluate student needs and progress
5. Support and maintain school and district policies
6. Successfully plan and complete assigned responsibilities within identified resources and time lines
7. Work successfully in a team setting
8. Work in the trans-disciplinary model of EI/ECSE
9. Evaluate students to determine special education eligibility, specific areas of sensory-motor perceptual dysfunction, delayed development in self-help abilities, social maturity, prevocational skills and possible medical problems
10. Initiate program plan, allowing enough flexibility to meet the changing needs of a child
11. Provide specific training (self-help and prevocational skills) to help the child function within society
12. Evaluate and report student progress
13. Initiate and maintain communication with parents, teachers and other professionals
14. Participate in professional development activities
15. Decide on program needs and maintain materials and equipment at optimum level
16. Work with groups of students and on a one-to-one basis
17. Help develop an Individual Family Service Plan (IFSP) or Individual Educational Program (IEP) for each student who needs occupational therapy and participate in meetings
18. Implement therapy to meet IFSP/IEP goals
19. Teach motor programs to be implemented by parents, teachers or educational assistants
20. Collect and record data on therapy programs
21. Monitor therapy programs using observation, data and/or pre/post testing
22. Complete required reports, IFSP/IEPs and other forms promptly and in an acceptable manner
23. Manage student behavior during therapy
24. May be required to bill for Medicaid reimbursement dependent upon licensure and specific services provided within the scope of the position
25. Report student performance and progress
26. Consistently focus on personal safety while home visiting; seek information and advice from collaborating partners regarding personal safety
27. Communicate appropriately and regularly through use of email
28. Respect and maintain confidential information in all situations
29. Fulfill other related duties as assigned

**Terms of Employment** A contract renewable annually by the Board of Directors, under the terms and conditions of the statutes and administrative rules of the State of Oregon, conditioned upon successful evaluations and the employee's maintenance of a current, OT license. Salary and benefits are established by policy and collective bargaining agreement.