

# Employment Opportunity

Kay Gutierrez  
Human Resources Director  
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## Notice Of Vacancy

**Position:** OCCUPATIONAL THERAPIST  
**Status:** Exempt, 195 days school calendar, 40 hours optional time  
**Salary:** Salary Schedule Range (annual salary): \$50,049-\$57,303  
**Posted Date:** August 11, 2008  
**Starting Date:** ASAP  
**Location:** Educational Service District 105  
33 South Second Avenue, Yakima, WA 98902

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**The Agency:** The Educational Service District 105 supports 25 public school districts and 23 state approved private and tribal schools of South Central Washington in achieving student success. We help create safe and healthy learning environments, provide innovative educational tools, professional development and training, support and administrative services, technology and work to develop collaborative partnerships. As a service agency, our purpose is to meet the expressed needs of local schools by coordinating and conducting cooperative programs to meet the needs of approximately 58,000 students in four counties that we serve. ESD 105 carries out liaison activities between local school districts, the Office of the State Superintendent of Public Instruction and the State Board of Education. We have approximately 80 employees.

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**Job Summary and Qualifications:** See reverse side

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**Application Procedure:** Letter of interest, resume, three (3) signed letters of recommendation and ESD 105 application form must be on file in the Human Resources Office at ESD 105, 33 South 2nd Ave, Yakima, WA 98902. Application may be downloaded from the Job Opportunities Section of our website at [www.esd105.wednet.edu](http://www.esd105.wednet.edu).

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**Deadline for Application: OPEN UNTIL FILLED**

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**For further information contact:** Kay Gutierrez, Human Resource Director, (509) 454-2858

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**Immigration Reform and Control Act Requirement:** The recommended applicant, if not a current regular employee, will be required to complete an INS 1-9 form and must provide proof of employment eligibility.

**Background Check:** All new employees who will have unsupervised access to children must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. All employment is considered temporary until receipt of the satisfactory background check.

**Job Sharing:** Applications will be accepted from individuals wishing to share a job with another individual.

ESD 105 complies with all federal rules and regulations and does not discriminate on the basis of race, color, age, national origin, gender, or disability. This holds true for all ESD employment and opportunities. Inquiries regarding compliance procedures may be directed to the ESD's Title IX/RCW28A.640 Officer and Section 504/ADA Coordinator, Kay Gutierrez, Human Resources Director, 33 So. Second Ave., Yakima, WA (509) 454-2858.

*ESD 105 is an Equal Opportunity Employer*

[www.esd105.wednet.edu](http://www.esd105.wednet.edu)

## POSITION DESCRIPTION

Job Title:  <b>Occupational Therapist</b>	Directly Responsible To:  Assistant Superintendent/Fiscal Services
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The Occupational Therapist (OTR) is responsible for providing, in collaboration with the student's education team, occupational therapy services to students whose functioning interferes with educational performance. This position will serve students in districts belonging to the Special Education Cooperative.

### **Description of Responsibilities:**

- A. Provide occupational therapy services to students in the ESD 105 Special Education Cooperative.
- B. Participate on IEP teams to plan procedures and techniques to be implemented in the student's therapy program.
- C. Select and design a variety of activities that assist in effective movement or function.
- D. Assist students with disabilities to integrate into educational programs.
- E. Advise on the use of specialized equipment and assistive technology, which helps students within their environment.
- F. Supervision of Certified Occupational Therapy Assistants as assigned.
- G. Provide initial assessments, re-evaluations, and make appropriate recommendations as to the educational relevance of therapy.
- H. Maintain written records and provide reports for each student assessed and for all students treated in accordance with procedures defined in Washington Administrative Code 392.172 and co-op procedures.
- I. Train and consult with classroom personnel to carry out daily student therapy.
- J. Perform other duties as assigned.

### **Minimum Qualifications:**

- 1. Washington State License to practice Occupational Therapy.
- 2. Washington certification as an ESA (Educational Staff Associate) will be required, however, can be earned while employed.
- 3. Ability to lift 50 pounds.
- 4. Personal transportation and willingness to travel.