



Title: Occupational Therapist

Department: Mill Neck Manor School for the Deaf

FLSA Status: Non-Exempt

Reports to: Executive Director of the School

Objective

Mill Neck Manor School for the Deaf is looking for an Occupational Therapist who will implement special education policies and procedures in accordance with the Individuals with Disabilities Education Act (IDEA). The Occupational Therapist will provide appropriate therapy services to support students in their academic programming using evidence-based practices, considering the use of classroom modifications and/or adaptive equipment to meet educationally related occupational therapy needs. Integration with school curriculum as well as explanation of the potential impact of developmental, medical and/or sensorimotor impairments on educational performance.

Duties and Responsibilities

- Conduct assessments of students with disabilities to determine the need for educationally related occupational therapy services.
- Plan, administer, implement, and evaluate appropriate educationally related occupational therapy programs as per IEP goals.
- Monitors students' progress and enters progress via daily log notes and quarterly progress reports via school's IEP direct program.
- Attend CSE meetings and present occupational therapy assessment reports to the IEP team for consideration of frequency and delivery of services if recommended.
- Conduct assessments of students through intake process to determine the need for educationally related occupational therapy services.
- Provide recommendations to school staff regarding referral procedures and protocols
- Communicate with parents/guardians regarding plans for educationally related occupational therapy services.
- According to departmental guidelines, complete exit/dismissal of students, when appropriate.
- Assist in the coordination of services for students transitioning from one-level of education to another (i.e., elementary to middle school).
- Consult with outside agencies/therapists regarding therapy reports.
- Order and maintain departmental equipment and assessments.

Qualifications

- Master's degree or higher
- Minimum one-year experience
- Ability to communicate in American Sign Language (ASL)
- Knowledge of Disability rights, laws regulations, policies
- Strong proficiency in Microsoft Office



Mill Neck Manor School for the Deaf

Mill Neck Family of Organizations - Established in 1947 by Lutheran Friends of the Deaf

Mill Neck Family of Organizations is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

To Apply:

(The employment application is in PDF format. Adobe® Reader is required. [Click here](#) to download Adobe® Reader.)

- [Download](#), print out and complete application.
- Send application, resume and letter of intent to:

Human Resources

Mill Neck Family of Organizations

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