



Itinerant Occupational Therapist (K–8)

Job Goal: Lake Forest Charter's Occupational Therapist is responsible for identifying, evaluating, and providing occupational therapy services to students whose fine motor, sensory processing, visual-motor integration, self-help, adaptive behavior, and functional performance needs impact educational performance. The Occupational Therapist collaborates with families, teachers, and support staff to ensure students receive high-quality services that promote academic achievement, independence, participation, and success within the school environment.

Qualifications

- Master's Degree in Occupational Therapy (Required)
- Current Louisiana Occupational Therapy License (Required)
- National Board Certification in Occupational Therapy (NBCOT) preferred
- Louisiana Department of Education Certification (if applicable)

Duties and responsibilities include, but are not limited to the following:

- Conduct screenings, evaluations, and re-evaluations to determine student eligibility for occupational therapy services.
- Administer formal and informal assessments and interpret evaluation results to identify functional strengths and areas of need related to educational performance.
- Develop and implement individualized occupational therapy intervention plans aligned with student IEP goals.
- Provide direct and indirect occupational therapy services in individual, small-group, and classroom settings.
- Participate in and write portions of the Individualized Education Program (IEP), including Present Levels of Academic Achievement and Functional Performance (PLAAFPs), goals, accommodations, progress reports, and service recommendations.
- Monitor and document student progress toward IEP goals and provide progress reports in accordance with district and state timelines.
- Collaborate with general education teachers, special education teachers, interventionists, related service providers, school counselors, and administrators to support student success.
- Consult with teachers and families regarding sensory regulation, fine motor development, visual-motor skills, handwriting, self-help skills, adaptive functioning, and classroom accommodations.
- Recommend adaptive equipment, assistive technology, environmental modifications, and therapeutic strategies to increase student access to instruction and participation.

- Train school personnel regarding occupational therapy strategies, accommodations, and interventions that support student learning and independence.
- Participate in multidisciplinary evaluations and eligibility determination meetings.
- Assist with transition planning when appropriate.
- Maintain accurate, complete, and compliant records in accordance with IDEA, state regulations, district policy, and administrative procedures.
- Manage and maintain a caseload of students while ensuring services are delivered according to IEP requirements.
- Take necessary and reasonable precautions to assure safety in the classroom, therapy setting, and school environment.
- Participate in multidisciplinary team meetings, eligibility meetings, IEP meetings, manifestation determinations, and other student support meetings as required.
- Utilize data to drive instructional decisions and make recommendations regarding student interventions and supports.
- Maintain professional relationships with colleagues, students, and families.
- Participate in ongoing professional development activities.
- Perform other job-related duties as assigned by the CEO, Executive Director of School Quality, Director of Student Support Services.
- Support school-wide initiatives and activities that promote the vision and mission of Lake Forest Charter School.

EVALUATIONS

- In accordance with Lake Forest Charter School Policy.