



**Browning Public
Schools JOB
DESCRIPTION Effective:
Draft**



**Occupational - Physical Therapy
Student Support Technician**

Summary of Functions

Under the direct supervision of the District Physical Therapist and Occupational Therapist and District Director of Special Services the Occupational/Physical Student Support Technician supports students through exercise, massage, gait, and balance training. Lead children who have disabilities in play activities that promote coordination and socialization. Encourage students to complete activities and tasks, and other therapeutic interventions, record students' progress and report the results of each intervention and session to the therapists.

Essential Duties and Responsibilities

- 1) Non-instructional Support- clerical and other supportive tasks for the PT/OT that primarily office based in nature.
- 2) Personal Hygiene- May be required to care for and support personal hygiene need of students with severe disabilities including feeding, assisting in toileting, bathing, lifting, and dressing.
- 3) Yearly Goals- Identify will be required to implement, track, and follow IEP goals
- 4) Student Monitoring- Alerts OT/PT of any problem or special information about individual student,
- 5) Equipment- Operates, stores and cares for all equipment needed for therapy secessions.
- 6) Public Relations- Establishes and maintains good working relationships with supervisors, staff, students and public
- 7) Student Supervision- Supervises students during individual therapy sessions with teletherapies, while the OT/PT Student Support Specialist conducts individual therapy sessions and group Adaptive PE Sessions
- 8) Student Conduct- Encourages students follow school rules and guidelines
- 9) Reports - Maintains accurate, complete records where necessary and prepares reports as required by law, district policy and administrative regulation.
- 10) Training- Participates in in-service training programs, as assigned. Must complete First Aid/CPR training at first date offered by district following hiring.
- 14) Confidentiality- Maintains confidentiality over protected privileged or sensitive information, verbal including student information and records, to prevent unauthorized disclosures.
- 15) Other- Performs such other functions and assumes such other responsibilities as the supervisor may assign or designate.

Organizational Relationships

Supervised by and reports to the Director of Special Services or their designee.

Qualifications.

Education/Experience- Any combination of education and experience that would provide the required skill and knowledge for successful performance would be qualifying. However, applicants must meet the following minimum qualifications:

1. Two-year AA, (or equivalent college credits)
2. Ability to communicate effectively with students, staff, and parents
3. Genuine interest in teaching students
4. Ability to work with students with special needs
5. Ability to work under constant interruptions
6. Ability to establish and maintain positive relationships with others as part of a team
7. Physical ability to sit for a part of the day, walk and stand for extended periods, exert 20 to 20 pounds of force, lift 50 pounds of weight, able to tread water, lift, carry, push, pull, or otherwise move objects
8. May require the ability to lift, carry or physically restrain a child
9. Good work habits

Desirable Qualification

Experience working in Native American communities helpful.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.