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SCHOOL DISTRICT OF OKALOOSA COUNTY  
JOB DESCRIPTION FOR INSTRUCTIONAL PERSONNEL

IT IS THE POLICY OF THE SCHOOL DISTRICT OF OKALOOSA COUNTY NOT TO DISCRIMINATE AGAINST EMPLOYEES OR APPLICANTS EMPLOYMENT ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, MARITAL STATUS, AGE, OR HANDICAP. IT IS THE POLICY OF THE SCHOOL DISTRICT OF OKALOOSA COUNTY TO HIRE ONLY U. S. CITIZENS AND ALIENS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. THESE POLICIES SHALL APPLY TO RECRUITMENT, EMPLOYMENT, TRANSFERS, COMPENSATION, AND OTHER ITEMS AND CONDITIONS OF EMPLOYMENT.

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Position Title:       Physical Therapist  
Reports to:           Program Director of ESE

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**Minimum Eligibility Requirements:**

Holds a valid Florida Educator's Certificate with appropriate coverage or Florida license, Physical Therapist issued by Florida Board of Medical Examiners. Any alternative qualifications as the Board may find appropriate.

**Communication Skills:**

Demonstrates articulate speech. Uses vocabulary appropriate to task and student ability. Writes with appropriate grammar, spelling and structure. Communicates effectively with students, parents, and administrators.

**Specialization Competence:**

Demonstrates proficiency in area of specialization. Uses subject area materials appropriately.

**Administrative/Supervisory Requirements:**

Keeps appropriate records. Maintains effective lesson plans. Conforms to rules and policies of the district, school, and state.

**Instructional/Evaluation Procedures:**

Makes effective use of time. Provides instructional orientations, transitions and clear directions. Uses effective questioning techniques. Develops concepts and provides appropriate reviews, practice and corrective feedback. Uses appropriate evaluative techniques. Analyzes and interprets test results.

**Management Techniques:**

Establishes rules; monitors rules consistently and fairly. Maintains academic focus. Establishes routines for use of materials. Controls and stops spread of misconduct. Maintains instructional momentum.

**Interpersonal Relationships:**

Provides a supportive atmosphere; establishes and maintains effective relationships with students, peers, and parents.

**Physical Demands:**

The physical demands described here are representative of those essential for an employee to successfully perform the functions of this job. Reasonable accommodations may be made for individuals with disabilities.

The employee is frequently required to stand, talk, hear, walk, and sit. The employee may occasionally push or lift up to 50 pounds. The employee demonstrates physical energy commensurate with assigned tasks and controls emotions appropriately.

**Work Environment:**

The noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors.

(over)

**Job Goal:**

To provide a specially prescribed program directed toward the development, improvement, or restoration of neuromuscular or sensorimotor function, relief of pain or control of postural deviations in order for eligible exceptional students to attain maximum performance in an educational setting.

**Essential Duties and Responsibilities:**

1. Review student's medical records and physician's referral.
2. Perform appropriate assessment and evaluative procedures to ascertain patient's status and establish performance baselines. Provide written report.
3. Record, evaluate and interpret findings of evaluations.
4. Participate in placement of annual development reviews and dismissal staffing.
5. Administer treatment plan.
6. Provide training for parents and other personnel as needed.
7. Make referrals to other health professionals.
8. Confer with physicians and other health practitioners to obtain information and make recommendations and revisions in treatment programs.
9. Integrate physical therapy programs with other aspects of health care and school program, when feasible.
10. Confer and make recommendations regarding orthopedic, prosthetic, and other assistive devices.
11. Facilitate communication between school personnel, parents, health care personnel and other support services toward the provision of the most appropriate totally integrated program for individual students, i.e. team meetings, parent-teacher conferences.
12. Prepare for and participate in placement committee meetings, dismissal staffing meetings and IEP conferences.
  - a. Interprets evaluation reports.
  - b. Utilizes information to identify and write target behaviors, annual goals, long and short term educationally relevant academic and behavioral objectives on IEPs.
13. Document and maintain individual student records according to Okaloosa Exceptional Student Education requirement for PT.
14. Abide by all policies of the Okaloosa County School Board.
15. Perform other tasks as assigned within the limits of the Master Contract.

**Terms of Employment/Length of Employment:**

Ten, eleven, or twelve month. Salary based on adopted salary schedule for instructional personnel. The therapist shall provide malpractice insurance.

**Evaluation:**

Annual performance evaluation in accordance with the Master Contract, local policies, and state law.