

Montclair Public Schools
Personnel Department

JOB DESCRIPTION

Title: Physical Therapist

QUALIFICATIONS: 1/ Appropriate NJ certification for the position, 2/ Ability to work as part of a highly functioning administrative team; 3/ demonstrated competencies for performance responsibilities, 4/ Required criminal background check and proof of US citizenship or legal alien status; 5/ Such alternatives to the above qualifications as the Board may find appropriate and acceptable;

Responsible to: Director of Pupil Services

Job Goal: Under the direction of the building administration, to accurately assess and provide treatment to handicapped students in an effort to reach the academic targets for each student.

PERFORMANCE RESPONSIBILITIES: (1) Assess students with physical handicaps to determine the level of functioning. (2) Develop and implement a physical therapy program to meet student needs and the Individual Education Plan (IEP) goals. (3) Participate in IEP meetings with parents and school staff. (4) Record and manage all data on the Physical Therapy program. (5) Monitor and report student performance and progress. (6) Maintain a daily schedule showing contact minutes per day / week. (7) Assess, annually, the effectiveness of the Physical Therapy program. (8) Attend department meetings on a regular basis. (9) Order and maintain all appropriate equipment. (10) Provide inservice to staff, parents and aides on implementing the Physical Therapy program. (11) Interact with teachers in developing the Physical Therapy program. (12) Demonstrate initiative in the performance of assigned responsibilities. (13) Provide for a safe and secure workplace. (14) Model and maintain high ethical standards. (15) Follow attendance, punctuality and other employment rules. (16) Maintain confidentiality regarding medical conditions and school matters. (17) Maintain positive relationships with staff, students and parents. (18) Participate in workshops and training sessions as required. (19) Communicate effectively with staff, students and parents. (20) Keep supervisor informed of potential problems or unusual events. (21) Respond to inquiries and concerns in a timely manner. (22) Prepare all required reports and maintain all appropriate records. (23) Follow all School Board policies, rules and regulations. (24) Exhibit interpersonal skills to work as an effective team member. (25) Demonstrate support for the School District and its goals and priorities. (26) Perform other incidental tasks consistent with the goals and objectives of this position. (27) Establish and maintain relationships with local community groups and individuals to develop, foster and solicit understanding and support for overall school objectives and programs; (28) assume other related responsibilities and duties within the context of the above major responsibilities and/or illustration of key duties; (29) Other duties as assigned or required by the demands of the position.

Terms: 10 month, salary and benefits as per the MEA agreement.

Evaluation: Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.