

Occupational and Physical Therapy Assistant



Job description

Position Summary

Under the supervision and guidance of the Occupational Therapist and Physical Therapist, the Occupational and Physical Therapy Assistant (OPTA) will provide therapy services to students as directed by an individualized student program. The OPTA supports high quality programming that includes the development of self-regulation, gross and fine motor skills, and sensory processing, and supports activities of daily living including self-care.

Duties and responsibilities

- Supports students learning gross motor, fine motor, and self-regulation skills appropriate to their age and ability level either individually or in group settings
- Supports 1:1 movement programs
- Supports staff with following through with student therapy programs
- Maintains a clean, organized, safe and effective therapy space including motor equipment and materials
- Prepares, cleans, maintains, adjusts, makes minor repairs to, and transports required therapy equipment and materials
- Keeps inventory and order supplies and equipment
- Ensures files, documents and paperwork are updated as needed, are confidential, and comply with all SD22 policies
- Schedules appointments and collects statistics
- Reports progress to supervising therapist
- Creates individual student and classroom materials, as needed
- Trains, coaches and supports students, teachers, and educational assistants
- Supports the social-emotional development, health, and well-being of students
- Serves as an active member of a collaborative team environment to support the overall educational program
- Participates in all training, therapy meetings, and professional development days, as directed
- Communicates effectively and respectfully with students, staff members, administration, and colleagues
- Follows an individual safety plan
- Other duties as required

Education, Experience and Skills

- A diploma in Occupational and/or Physical Therapy Assistant from a recognized institution
- General knowledge of inclusion principles and practices
- Demonstrated ability to work effectively as a team member
- Strong verbal and written communication skills
- Ability to cope with and stay calm in emotional situations that may be stressful to others

- Ability to work to prevent crisis situations with those that engage in behaviours that pose a safety risk
- Demonstrated ability to set out clear rules and organise methods to guide activities
Enjoy being with children who require varying levels of support in the school setting
- Good physical strength, dexterity and endurance to perform all duties that may include transferring and positioning students requiring support and equipment maintenance.
- Valid BC driver's license
- Satisfactory Criminal Record Check