

**BOONE COUNTY SCHOOLS
JOB DESCRIPTION**

TITLE: Therapist (OT, PT and SLP) Leader

QUALIFICATIONS:

1. Holds a valid Kentucky license for their area of professional responsibilities.
2. Has demonstrated ability to work and communicate effectively with staff and administrators

REPORTS TO: Director of Special Education

JOB GOAL: To provide leadership in the coordination of activities in the team assigned.

PERFORMANCE RESPONSIBILITIES:

1. Assist in the development of appropriate resources to support student engagement in the classroom.
2. Assist with the development of the master schedule
3. Facilitate the implementation of federal/state regulations and State Guidance Documents
4. Distribute team information and materials
5. Coordinate professional development for the team
6. Assist in implementation of performance based assessment
7. Facilitate the identification and evaluation of teaching material and programs
8. Schedule and chair regular team meetings
9. Coordinate annual inventory of textbooks, materials and supplies used by the team
10. Assist with orientation of new therapist in the team
11. Serve as a resource teacher for substitute therapist in the team
12. Attend regular meetings with District Special Education Staff to discuss issues involving the team
13. Perform other duties consistent with the position assigned as may be requested by the supervisor

TERMS OF EMPLOYMENT:

- Stipend
- 12 months
- Board approved