

Occupational Therapist

The Howard County Public School System (HCPSS) is one of the leading school systems in Maryland and the nation. Our mission is to ensure academic success and social-emotional well-being for each student in an inclusive and nurturing environment that closes opportunity gaps. To learn more about employment with HCPSS, please visit <https://www.hcpss.org/employment/>.

DESCRIPTION

Under the direction of the Coordinator of Countywide Services and Principal, the Occupational Therapist provides occupational therapy services in Howard County Public Schools that comply with state, federal, Board of Education policies and procedures in order to protect and promote the health and functional independence of students to facilitate their access to educational programming. The ideal candidate will possess a strong understanding of child development, sensory integration techniques, and evidence-based therapeutic interventions to support students with diverse needs in achieving their academic and functional goals.

MINIMUM QUALIFICATIONS

Applicants must meet all qualifications below to be considered for the vacancy.

Education:

- Bachelor's degree Occupational Therapy from an accredited program.

Certification/Licensure:

Valid state licensure or eligibility for licensure as an Occupational Therapist (OT-L) from the Maryland State Board of Occupational Therapy Practice.

Hold or be eligible for a National Provider Identifier (NPI) issued by the Centers for Medicare and Medicaid Services (CMS) National Plan and Provider Enumeration System (NPPES) and must be actively enrolled in Maryland Medicaid. Employees not holding NPI or Maryland Medicaid enrollment upon hire must apply for NPI within 10 days of employment and Maryland Medicaid immediately upon receipt of NPI. Employee must retain active NPI and Maryland Medicaid enrollment as a condition of employment

PREFERRED QUALIFICATIONS

- Three (3) years of experience as an Occupational Therapist working with the pediatric population.
- Certification from the National Board for Certification in Occupational Therapy (NBCOT) (OT-R).
- Previous experience working with children and adolescents in educational or pediatric settings.
- Strong knowledge of child development, sensory processing theory, and therapeutic techniques.
- Excellent interpersonal, communication, and collaboration skills across all stakeholders.
- Dedication to providing high-quality, evidence-based services to support students' success and well-being.
- Thorough knowledge of the IEP/IFSP process.

ESSENTIAL POSITION RESPONSIBILITIES

- Conduct comprehensive assessments to evaluate students' fine and functional motor skills, sensory processing, visual-motor integration, and activities of daily living (ADLs) in relevant educational environments. Three (3) years of experience as an Occupational Therapist working with the pediatric population.
- Interprets and reports results of assessments verbally and in writing to all stakeholders through the IEP team process.
- Develop individualized treatment plans and goals in collaboration with teachers, parents, and other members of the educational team.
- Implement evidence-based therapeutic interventions to address students' areas of need, such as sensory diets, fine motor activities, handwriting skills, and adaptive equipment utilization.
- Provide direct intervention services to a caseload of students in individual or group settings within the school environment.
- Monitor students' progress regularly and adjust treatment plans as necessary to ensure continuous improvement and attainment of goals.
- Collaborate with teachers and other school personnel to integrate therapeutic strategies into the classroom and daily routines.
- Offer consultations and training to teachers, parents, and staff members on strategies and equipment to support students' sensory and motor needs in educational settings.
- Maintain accurate documentation of assessments, progress notes, service logs, and treatment plans in compliance with regulatory standards and school policies.
- Collect and analyze data on student performance, engagement, and behavior to improve student outcomes and direct intervention.
- Participate in multidisciplinary team meetings, Individualized Education Program (IEP) meetings, and other relevant meetings to contribute to students' educational planning and outcomes.
- Understanding of evidence-based practice in occupational therapy.
- Stay abreast of current research, trends, and best practices in occupational therapy and education to inform practice and enhance service delivery.
- Participate in professional development activities designed to advance knowledge in the areas of education, compliance, and best practices in occupational therapy.
- Provide supervision and/or training of paraprofessionals and OTAs as needed.
- Perform other related duties as required. The above list is a summary of the functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

SELECTION CRITERIA

Applicants who meet the minimum qualifications will be included in further evaluation. The evaluation may be a rating of your application based on your education, training, and experience as they relate to the requirements and preferred qualifications of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, dates, and hours of work. Clearly indicate your college degree and major on your application, if applicable. For education obtained outside the U.S., any job offer will be contingent on the candidate providing an evaluation for equivalency by a foreign credential evaluation service prior to starting employment (and may be requested prior to interview).

EMPLOYMENT INFORMATION

Compensation

This is a 10-month per year position in the Howard County Educators Association (HCEA) employee bargaining unit. The [current salary ranges](#) for this position are on the [10-Month Teacher Special Education salary](#) scale. Actual placement will be in accordance with the salary procedures of the Howard County Public School System and the HCEA Master Agreement which considers education and relevant prior experience. Under the Fair Labor Standards Act, this position is exempt from overtime.

Retirement

Membership in the Maryland State Retirement Agency (MSRA) pension plan is a mandatory condition of employment for all employees who meet the eligibility and membership criteria defined in the State Personnel and Pensions Article and the Code of Maryland Regulations (COMAR). A qualifying employee cannot reject membership, nor can an ineligible employee elect membership. The annual contribution to the pension plan will be 7% of an employee's annual salary.

Benefits

HCPSS offers a [comprehensive benefits package](#) for eligible employees. Information about additional benefits such as paid time off can be found in the [negotiated agreement](#) for employees in this bargaining unit.

Pre-Employment Requirements

Professional references will be contacted prior to any offer of employment. Recommended candidates will be required to provide references from current and recent supervisors.

All employees, regular and temporary, must be fingerprinted, have a criminal background investigation completed, and successfully complete the Maryland Employment History Review, pursuant to Section 6-113.2 of the Education Article, Annotated Code of Maryland. In addition, some positions will require completion of a physical examination and/or drug testing.

Anyone offered employment is required to provide proper identification and documentation of eligibility for employment in the United States. HCPSS participates in E-Verify and does not offer employee sponsorship.

For questions regarding this vacancy, please contact: Cathleen Maloney cathleen_maloney@hcpss.org

EQUAL OPPORTUNITY EMPLOYER

Applicants who may require assistance and/or an accommodation during the recruitment process for steps such as completing the application or interviewing should contact Julia Bialeski, Coordinator of Recruitment and Hiring, at julia_bialeski@hcpss.org or by calling (410) 313-5600.

HCPSS celebrates diversity and is committed to creating an inclusive environment for all employees and applicants and prohibits discrimination, harassment, and retaliation of any kind. HCPSS is committed to the principle of equal employment opportunity for all employees in providing them with a work environment free of discrimination and harassment. All employment decisions at HCPSS are based on organizational needs, job

requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, veteran status or present military service, family medical history or genetic information, family or parental status, or any other characteristic protected by federal, state or local laws.

Join our award-winning workforce and make a difference in the lives of our students!