

PENN YAN CENTRAL SCHOOL DISTRICT
Office of the Superintendent

October 14, 2026

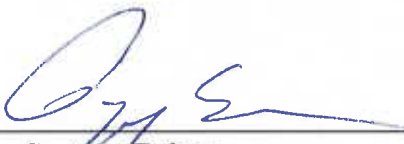
POSTING

Notice to Classified (Non-Teaching) Personnel and Administrators

This notice is in compliance with the conditions stated in the CSEA Agreement under Article X. Please be advised that applications are being accepted to fill the following positions:

Occupational Therapist – Long term substitute position available, effective
2/6/27-6/30/27

Applicants should submit an online application at: <https://pennyan.recruitfront.com>
by October 22, 2026 at 4:00 p.m. Applicants must be Yates County Civil Service approved.



Dr. Gregory Baker
Superintendent of Schools

/kc/post Occupational Therapist

OCCUPATIONAL THERAPIST

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for evaluating, planning and providing occupational therapy treatment to students in accordance with written prescription or referral from a physician who provides medical direction. Administrative direction is received from the School Principal relative to scheduling and recordkeeping. Supervision over the work of others is not a responsibility of employees in this class. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Performs occupational therapy procedures upon the written prescription or referral from a physician, utilizing a creative activity which may be manual, industrial, recreational or educational designed and/or adapted to correct or remedy any disability;

Evaluates the degree of function and disability of students unless contraindicated by professional judgment or a physician's order;

Records on students' records evaluations, re-evaluations, progress notes, consultations and treatment summaries;

Participates with other facility personnel in the formulation of students' total care plans;

Develops or assists in the development of district occupational therapy policies and procedures;

Develops a written prescription to be incorporated into the individualized educational plan for each student to receive therapy services;

Develops and applies adaptive assistance devices and/or self-help techniques to aid students in achieving maximum independence;

Participates in parent and teacher conferences relative to occupational therapy procedures;

Establishes and maintains communications with physicians and community agencies working with the students.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, techniques and practices of occupational therapy;

Good knowledge of the operation and minor maintenance of apparatus and equipment used in occupational therapy;

Working knowledge of community resources available to support or supplement the occupational therapy program;

Ability to evaluate, plan and execute treatments for students;

Ability to get along well with others;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Licensed and currently registered by the New York State Education Department as an Occupational Therapist.