



## CAREER OPPORTUNITY



Pacekids Programs is family focused and strives for excellence in the therapy, education and family empowerment of children with special needs.



### Full-Time Occupational Therapy (OT) Therapy Assistant

Pacekids Programs is looking for an Occupational Therapy (OT) Assistant based out of the South Pacekids location, (23 Sunpark Dr. SE), working within our centre-based Early Childhood Services (ECS) program. The position is a 10-month, permanent, full-time position and would commence in August, 2018.

Pacekids offers a variety of programs to children in the Calgary area, including our Early Childhood Services (ECS) Preschool and Kindergarten programs funded by Alberta Learning and our in-home programs funded through Family Support for Children with Disabilities (FSCD).

The Pacekids' OT Therapy Assistant's main responsibility is the treatment of preschool children within the Early Childhood Services (ECS) program under the supervision of the ECS Occupational Therapists. The OT Therapy Assistant is responsible for following the program plan developed by the ECS Therapists and supporting classroom staff in the implementation of strategies and activities.

#### RESPONSIBILITIES

- Assist ECS OT Therapists in scheduling, planning and implementing therapy support in the classroom
- Collect data for therapy goals as outlined by ECS Therapists on children's Individual Program Plans (IPP)
- Collect Fine Motor samples to assist ECS Therapists with programming and assessment
- Provide ECS Therapists with meaningful data and insightful feedback regarding a child's progress with goals
- Facilitate, model and demonstrate: fine motor, self-care, vision and sensory regulation activities in classroom
- Prepare materials and visuals for the classroom programming
- Conduct and assist with Family Oriented Programming Sessions (FOPS)
- Manage- in collaboration with ECS Therapists - treatment materials and resources including ordering supplies for material development
- In collaboration with ECS Therapists, coach ECS teachers and CDAs in understanding and implementation of OT and SLP goals and strategies



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### Full-Time Occupational Therapy (OT) Therapy Assistant

#### REQUIREMENTS

- A minimum of a High School Diploma
- Completion of a therapy assistant training program or equivalent experience (e.g. working with preschool children under the direction of an OT for a minimum of 2 years)
- Experience working with preschool and school-aged children
- Excellent interpersonal skills; ability to work effectively with clients, families and staff
- Flexibility is essential given the variety of children’s abilities, needs and conditions
- Proficiency in the English language, both written and verbal
- Current Alberta driver’s license; must have access to personal vehicle
- Current Standard First Aid and CPR – level C certification; can be obtained upon hire within a designated time frame
- Clearance from a Criminal Record Check, including a Vulnerable Sector check and Child Welfare Intervention check; must be current within the last six months

#### CONTACT

Please direct your resume, cover letter and salary expectations to: Pacekids HR Team at [ecscareers@pacekids.ca](mailto:ecscareers@pacekids.ca).

*Pacekids Programs understands the importance of the right person for the right job, and appreciates a diverse workforce. Pacekids Programs encourages all candidates with the required qualifications to apply for this position, and is committed to working collaboratively on determining appropriate accommodations.*

