Job Title: Pediatric Occupational Therapist Assistant (COTA)
Reports to: Clinical Supervisor and OT Lead

Description: Occupational Therapist Assistant (COTA) provides motor and sensory services for infants and toddlers who have developmental delays and their families. The COTA will work under the supervision of a licensed Occupational Therapist. Services are provided in locations within Pierce County including families' homes, childcare facilities, and a variety of community settings. Under the direction of the OT this individual may meet regularly with parents and care providers to provide developmentally appropriate therapeutic experiences as directed by the family and child's Individualized Family Services Plan.

Qualifications:

- Community College or Vocational School degree in Occupational Therapy Assistant
- Washington State License as an Occupational Therapy Assistant - COTA
- Excellent organizational and time management skills
- Ability to work independently
- Imagination and creativity
- Bi-lingual Spanish speaking a plus
- Must possess a positive attitude and friendly manner with strong verbal and written communication skills
- Ability to work collaboratively with parents, caregivers, and professionals.
- Intermediate level of computer skills: application knowledge in Word, Excel, and Google Calendar, Docs, and Mail.
- First Aid and CPR certification
- Must have a valid Washington State driver's license, automobile for on the job use and proof of current automobile insurance
- Must pass state and national background check

Acknowledgement *This document is intended to describe the essential functions/competencies and requirements of this job. It may not be all-inclusive. HopeSparks retains the right to change it as needed. If job functions change substantively, the job description will be updated. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship. I have read and I understand this description of my job.*

Signature: _____ Date: _____