



Three Gaits, Inc.

3741 State Road 138

Stoughton, WI 53589

Phone: 608-877-9086

Email: info@three-gaits.org

Web: three-gaits.org

POSITION DESCRIPTION: Staff Occupational Therapist

OFFICIAL TITLE: Staff Therapist (Occupational Therapy)

Three Gaits, Inc. is located in Stoughton, WI. Schedule and hours per week are contingent on continued availability of program funding and will be assigned to align with Three Gaits program priorities.

PURPOSE AND PRIMARY FOCUS OF POSITION:

The Occupational Therapist is a member of Three Gaits' Instructional Team. The Occupational Therapist will:

- Provide appropriate and effective therapy services with skilled use of equine movement that conforms with current and relevant state, national and Three Gaits' accrediting body, Professional Association of Therapeutic Riding, International (PATH, Intl.) standards and practices.
- Provide required supervision to Certified Occupational Therapy Assistant(s) that conforms with current and relevant state, national and PATH, Intl. standards and practices.
- Collaborate with other therapists, certified therapeutic riding instructors, administrative and leadership staff to assure that the Therapy Program is safe and effective.
- Participate in planning, outreach, educational and promotional efforts to grow the Therapy Program.
- Actively promote Three Gaits to the public and act in a manner that reflects positively upon the program.

PRIMARY DUTIES:

Programming:

- Provide appropriate and effective individual therapy services with skilled use of equine movement.
- Develop goals and objectives and written therapeutic plans for therapy clients and document progress toward goals during sessions in compliance with Three Gaits policies, payor standards and professional best practices.
- Supervise Certified Occupational Therapy Assistant(s)
- Without, or until the occupational therapist acquires, PATH, Intl. Equine Specialist in Mental Health & Learning (ESMHL) and/or Certified Therapeutic Riding Instructor certification, the occupational therapist will work collaboratively with a PATH, Intl. ESMHL and/or CTRI who will prepare and manage the horses in sessions.
- Conduct evaluations of new clients. Collaborate with therapeutic riding instructors to transition therapy clients to therapeutic riding program.
- Provide input to Equine Caretaker related to gait and movement patterns of horses, and suitability for hippotherapy.
- Supervise volunteers during program activities. Provide specific volunteer training at scheduled events.
- Complete required paperwork after each therapy session.
- Ensure that horses are treated considerately according to program policy and promote safety for all.
- Communicate effectively with clients, families and caregivers.
- Build rapport with clients while maintaining confidentiality and professional boundaries.

Collaboration and Relationships:

- Provide input and information related to horse behavior, suitability, training needs and safety concerns. Communicate with Equine Caretaker regarding updates on horse herd.
- Foster relationships and serve as liaison between Three Gaits and the medical and therapy community or other networks that involve therapy clients or volunteers.
- Participate in fundraising efforts as directed by executive director.
- Reach and engage diverse audiences in ways that are inclusive and do not discriminate.

- Collaborate with Instructional Team to promote a positive environment, determine needs and share resources.
- Develop and maintain respectful working relationships.
- Promote Three Gaits and its programs to build greater access, visibility and value.
- Supervise Certified Occupational Therapy Assistants as needed.

Administrative and Programmatic Accountability:

- Report to the Executive Director (direct supervisor) and work closely with Program Manager.
- Participate in training and professional development.
- Communicate regularly and appropriately with direct supervisor and colleagues.
- Arrive to work on time. Complete all duties and tasks in timely manner.
- Work independently and communicate effectively with program partners.
- Maintain organized therapy participation and evaluation records.
- Report incidents according to policy.
- Promote and practice safe and humane horse management practices.
- Be responsive to evolving position, therapy program, office and organizational needs.
- Perform adjusted or additional duties as requested by supervisor.

QUALIFICATIONS:

Required:

- Current Wisconsin occupational therapy license and national (NBCOT) certification.
- Experience providing OT services to children and adults.
- Experience working in a multi-disciplinary team.
- Access to transportation to the stables in Stoughton, WI.
- Ability to communicate effectively using a variety of methods and technology.
- Ability to effectively work with people from different cultural backgrounds, including those associated with race, ethnicity, national origin, religion, socioeconomic status, age, gender, disability, sexual orientation, and other aspects of human diversity.
- Ability to work cooperatively with other agencies, community-based services or organizations.
- Strong interpersonal skills and ability to build and maintain professional work environments.
- Demonstrated sensitivity to and success in working with a diverse range of individuals, groups and organizations.

Preferred:

- 1 – 2 years' experience providing occupational therapy services to people with a disability.
- Horse experience in a recreational or professional capacity.
- American Hippotherapy Association Level 1 or 2 certification and/or plans to pursue within 1 year of practice at Three Gaits.
- Certification or willingness to attain PATH, Intl. Certified Therapeutic Riding Instructor or equine specialist certification.
- Volunteer or work experience supervising the work of others.
- Spanish speaking, writing and comprehension skills; knowledge of Hispanic/Latino culture.

WORKING CONDITIONS:

- Varied schedule may include evenings or weekends as needed to meet program needs.
- Lift up to 40 pounds.
- Work may be conducted in all types of weather and temperature extremes.
- Assist clients to mount and dismount from a ramp or block, which may involve lifting more than 40 pounds.

SALARY AND BENEFITS:

This is a part time position. The salary range is \$32 - \$35 per hour. There are no additional benefits at this time.

TYPE OF APPOINTMENT:

A six-month probationary period will be required. Reappointment to this position after the initial term is dependent upon performance and availability of funding.

SPECIAL NOTES:

Three Gaits provides equal opportunity in programs and employment and is strongly committed to maintaining an organizational climate that supports and respects differences and equality of opportunity. Three Gaits does not discriminate on the basis of age; race; creed; color; disability; sex/gender; sexual orientation; national origin; ancestry; religion; marital status; identity as a veteran, disabled veteran, Vietnam veteran or any other military service; arrest record or non-program related conviction record. ***We promote excellence through diversity and encourage all qualified individuals to apply.***

Materials will be made available in alternative format upon request. Please call 711 if you are hearing or speech impaired and need assistance.

An offer of employment is contingent upon the following: 1) the establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986, 2) submission of current State of Wisconsin licensing documentation, and 3) a criminal background check prior to employment. In compliance with the Wisconsin Fair Employment Act, convictions and pending charges will be considered only as they relate to this position.

For questions regarding this position, please contact Three Gaits' Executive Director (lauren@three-gaits.org).