

PIONEERMEMORIAL

THERAPY SERVICES

PHYSICAL OCCUPATIONAL SPEECH

Therapy Aid Intern Position Description

Duration: 2026-2027 School Year (Semester 1 and/or Semester 2)
Job Title: Therapy Aid
Supervisor: Shelley McCabe, PT, DPT
Regular Hours: 5-15 hours a week
Schedule: Flexible schedule Monday-Friday 8:00 a.m. – 6:00 p.m.

Overall purpose and objective of this position:

The purpose of this internship is to introduce the student to current careers in healthcare professions, specifically in therapy services. The student will have the opportunity to work in Physical Therapy, Occupational Therapy, and Speech Therapy in both outpatient and hospital settings.

Scope of Work:

Assist with Patient Care:

- Greet patients and assist patients into clinic
- Assist patients with set-up and positioning on exercise equipment and treatment tables
- Assist with modalities including ice, heat and ultrasound

Assist with Front Desk:

- Answer phones
- Schedule patients
- Assist patients with applicable paperwork

Clean office:

- Tidy and sanitize equipment
- Take laundry to hospital and return it once clean to shelves

Preferred Skills

- Outgoing and willing to work with people of all ages
- Strong attendance and work ethic background
- Organizational skills
- Communication skills

Application Process

Application portal opens March 2nd, 2026 and application materials are required no later than April 3rd, 2026.

- High School Intern Application
- Resume
- Cover Letter