

# Job description

## Job title

Specialist Occupational Therapist

## Hours of work

37.5 hours per week, 41 weeks per year

## Contract

Permanent

## Role profile and grade

TCS40A, Grade 4

## Salary

£43,150.00 (This full-time equivalent salary will be pro-rated to term time only). Biennial increments.

## Location

Bridge College, Openshaw

## Reports to

Occupational Therapist Team Lead

## Type of DBS required

Child and Adult Workforce Enhanced (We will apply for this on your behalf)

## Job purpose

- To liaise with and provide advice, guidance and information to other professionals, students, parents and carers
- To deliver an effective, high quality occupational therapy service to students aged 16-25 with complex needs
- To hold a clinical case load and practice clinically, setting priorities and working autonomously
- To foster a multi-disciplinary approach and work as part of a multidisciplinary team
- To provide training and consultancy to Bridge College staff and, where appropriate, to families

## Nature of the post

Bridge College educates a broad range of young people 16-25 years with learning difficulties, physical disabilities and /or autism.

Physiotherapy, occupational therapy and speech therapy are integral to facilitating students' learning and removing barriers to learning. Bridge College has good specialist facilities including a hydrotherapy pool, sensory areas, rebound therapy but much of the impact of the therapy team comes from working closely with other staff and ensuring that where students need input from one or more therapists, they work closely with tutors and support staff so that these interventions are embedded within all aspects of the college's delivery.

The post holder will work within the Bridge College occupational therapy team to support students to break down the barriers they face to learning. The post holder will work closely with other members of the multidisciplinary team including Speech and Language Therapists, Physiotherapists, Clinical Psychology, Assistive Technologist, Education staff and Nurses.

The post holder will report to the Lead Occupational Therapy Team for organisational purposes but will retain responsibility for her/his own professional practice and expertise and in this area will be accountable to the senior leadership team and the Principal.

The post holder will manage their own caseload and be expected to work flexibly, providing occupational therapy services to students according to clinical need. The postholder will be expected to work independently and use their own initiative. They will also be expected to attend staff meetings, supervision, training and annual appraisals. The postholder will also guide and support the work of the Occupational Therapist Assistant. Regular clinical supervision will be provided.

All staff are expected to work in a flexible way and additional tasks that have not been covered in the job description may have to be undertaken, depending on clinical need.

As part of the Together Trust Education Service staff team, including tutors, speech and language therapists, assistants and other professionals, the post holder will be expected to participate in the life of the college and support the ethos of the Trust and Bridge College. In

respect of the general responsibilities as an employee of the Trust, the post holder will be required to:

- Always promote a positive image of the college and the Trust
- Be aware of and follow the relevant policies, procedures and legislation in particular Health and Safety
- Co-operate with all Together Trust staff in maintaining harmonious interpersonal relations
- Perform any duties as may reasonably be required by the Trust, or as requested by the post holder's line manager and other senior managers.

The post holder will be based in Openshaw, Manchester but will be expected to work to undertake visits to commissioners and locations where services are delivered.

## Key responsibilities

### Clinical

- To advise others on individualised support strategies and equipment, aids and adaptation needs to facilitate students' best access to learning.
- To define clear occupational goals for students.
- To assess, monitor and record student's progress with respect to their development in all areas of occupation.
- To liaise with families/carers and staff to advise them on issues relating to occupational needs of students.
- To attend MDT and case meetings and provide information as appropriate.
- To work cooperatively as a member of the multi-disciplinary staff team.
- To take an active role in supporting generalization of skills into the home environment including undertaking home visits.

- To carry out a range of specialist occupational therapy assessments and interventions in keeping with the needs of children and young people with complex needs
- To monitor, evaluate and modify treatment in order to measure progress and ensure clinical effectiveness of the intervention through the use of outcome measures.
- To manage a caseload across Bridge College, working flexibly and collaboratively to meet student and service needs.
- To assess for specialist equipment and provide any necessary training to staff and /or parents
- To identify appropriate goals for student's learning in collaboration with teaching and other staff including:
  - To provide, implement and /or supervise appropriate OT programmes to achieve these goals
  - To record and report on progress towards these targets including contributions to annual review reports and reports for progress
- To improve outcomes by promoting collaborative relationships with students, tutors, professional bodies parents/carers and staff taking into account their needs, wishes and ideas and respecting their diversity
- To maintain high clinical standards and contribute to the quality improvement across the college in line with the needs of the services and evidence-based practice
- To be professionally and legally accountable for all aspects of the role working within professional and Together Trust requirements

### **Consultancy Advice and Support**

- To train and support unqualified staff in delivering OT programmes, ensuring they understand the boundaries of their role
- To plan, undertake and deliver training for staff, parents and carers to share specialist clinical knowledge
- To provide clinical supervision to Occupational Therapy Assistants

- To attend meetings, reviews and case conferences as requested by the principal.

## Record Keeping

- To produce reports detailing students' progress for funding bodies and to share information with other professionals during transition and at review meetings
- To provide assessment reports and treatment plans for individual students
- To maintain clinical records in line with college policy and their professional Code of Ethics
- To contribute to individual risk assessments and student support plans
- To complete such forms and paperwork as may be required by Trust and Bridge College policies and procedures

## Resources

- There are no direct budgetary responsibilities, but the therapist will be responsible for the efficient management use and storage of specialist resources as are necessary for OT assessment and intervention

## Professional

- To ensure clinical practice is up to date and based on agreed best clinical practice and evidence base. Participate in relevant education/training opportunities, read and critically appraise research articles in professional journals and utilise audit and research in daily practice
- To establish/maintain internal and external networks in order to maintain good standards of practice, embrace new profession and clinical initiatives for the service and enhance job satisfaction
- To maintain personal CPD portfolio in order to meet HCPC registration requirements

- To undertake relevant Together Trust and Bridge College training including Safeguarding and SCIPr training and to ensure that training is refreshed at the required intervals.

### Supporting teaching and learning

- To support teaching staff in the effective delivery of learning.
- To work alongside teaching staff in timetabled sessions.
- To advise teaching staff and management on occupational needs and environmental
- To participate in the development and delivery of training (formal and informal) to staff, parents/carers and other professionals with and without support.
- To train students and staff in the use of identified support strategies and the use of equipment, aids and adaptations.

### Other responsibilities

- To adopt an approach of working with students which enables them to develop skills necessary for a more independent lifestyle and being aware of their personal dignity, privacy and equal opportunities.
- To contribute towards service development under the direction of the Lead Occupational Therapy
- To participate in college self-assessment and quality assurance processes.
- Undertake other duties when requested by the principle or senior managers, within the scope of the role and banding.
- To be aware of any potential conflicts of interest and inform his/her line manager of these
- Actively engage with the Together Trust's vision, mission and values
- Commit to promoting equality, diversity and inclusion

### Additional information

This job description reflects the current requirements of the post. As duties and responsibilities change and develop, the job description will be reviewed and amended subject to consultation with the post holder.

## Person specification

You will need to demonstrate the extent that you have the necessary requirements for this role. Please use examples in your application how you match the criteria in the person specification and your experience of the responsibilities outlined for the role.

	Essential	Desirable
Educations, qualifications and training	<ul style="list-style-type: none"> <li>• BSc Honours Degree in Occupational Therapy</li> <li>• Member of Royal College of Occupational Therapy (RCOT)</li> <li>• HCPC registration</li> <li>Evidence of engagement in regular post graduate CPD training and development</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of Sensory Integration training</li> <li>• Completion of Training in working with individuals with Learning Disabilities and Autism</li> <li>• Moving and Handling Trainer qualification</li> <li>Practice Education certificate/ APPLE</li> </ul>
Experience and skills	<ul style="list-style-type: none"> <li>• Working with people with learning disabilities and autism</li> <li>• Conducting formal and informal assessments of occupational needs</li> </ul>	<ul style="list-style-type: none"> <li>• Working in an educational setting</li> <li>• Supervising junior staff</li> <li>• Engaging in service development</li> <li>• Completion of audits</li> </ul>

	<ul style="list-style-type: none"> <li>• Intervention planning and target setting and evaluation</li> <li>• At least 2 years relevant and varied post-qualification clinical experience in Occupational Therapy</li> <li>• Working with behaviours that challenge</li> <li>• Delivery of training</li> <li>• Evidence of participation in Clinical Governance activities</li> <li>• Report writing</li> </ul>	
<p><b>Knowledge and understanding</b></p>	<ul style="list-style-type: none"> <li>• Excellent communication and interpersonal skills</li> <li>• Knowledge of Occupational Therapy theory and practice relevant to working with Adults with Learning Disabilities and Autism, and their families</li> </ul>	<ul style="list-style-type: none"> <li>•Skills in providing Occupational Therapy intervention to address sensory processing and motor skill difficulties</li> <li>•Knowledge of legislation relating to special educational needs and provision</li> <li>•Knowledge of current developments in education provision</li> </ul>

	<ul style="list-style-type: none"> <li>• Ability to carry out formal and informal assessments of occupational needs</li> <li>• Ability to produce effective treatment plans to target identified areas of occupational need</li> <li>• Ability to review and comment on progress made against treatment goals</li> <li>• Ability to reflect on and evaluate own work</li> <li>• Knowledge of main national policies and procedures relative to working with adults with learning disabilities</li> <li>• Ability to undertake physical activity involved with therapeutic handling including</li> </ul>	<p>for young adults with special needs</p> <ul style="list-style-type: none"> <li>• Understanding of the benefits of the effective use of Assistive Technology for individuals with learning and physical disabilities.</li> <li>• Knowledge of a range of Assistive Technologies for use in supporting access and communication</li> </ul>
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	<p>equipment adjustments and manual handling.</p> <ul style="list-style-type: none"> <li>• Good presentation skills, both written and verbal</li> <li>• Ability to work as part of a multi-disciplinary team</li> <li>• Ability to provide leadership and provide support for team and team leader</li> <li>• Computer literate</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Clear thinking and good communication skills</li> <li>• Good people skills</li> <li>• Ability to relate well to parents and carers</li> <li>• Flexible and co-operative approach</li> <li>• Ability to work co-operatively within a team and on own initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Current driving licence and own car</li> </ul>

Applications are welcome from all regardless of age, disability, marriage or civil partnership, pregnancy or maternity, religion or belief, race, sex, sexual orientation, trans status or socio-economic background. We are committed to making reasonable adjustments for disabled people. We positively encourage applications from those with lived experience.

