

## JOB DESCRIPTION

### OCCUPATIONAL THERAPIST

<b>Reports to</b>	Senior Therapist
<b>Responsible for</b>	Dependent on experience
<b>Hours</b>	34.75 hours per week, Monday to Friday 9.00am - 4.30pm (Tuesday to 5.30pm) Jigsaw School Term Times (over 3 terms) <i>Part time also considered</i>
<b>Annual Leave</b>	44 days paid holiday plus bank holidays

#### Job Overview

Based in Jigsaw CABAS® School, you will work closely with other therapists and teachers to provide specialist direct and indirect therapy for pupils and young adults with Autism, related disabilities and behaviour that challenges. Your work will include addressing motor, and perceptual skills, functional life skills, sensory processing difficulties and emotional regulation difficulties.

#### Main duties and responsibilities

- Assessing, planning and implementing appropriate interventions for pupils with a wide range of needs including motor, perceptual, sensory and functional difficulties
- Planning and delivering therapy sessions for individual students and small groups
- Integrating therapy targets into the classrooms including implementing and overseeing teachers running therapy programmes
- Assessing and evaluating therapy outcomes and reporting findings
- Writing reports to contribute to the Annual Review and attend meetings as required
- Demonstrating clinical effectiveness by use of evidence based practice and outcome measures
- Develop close links with the whole therapy team, to work as a team and to deliver some joint therapy sessions in line with EHCP needs of pupils
- Be responsible for meeting the Occupational Therapy needs for individual pupils based on clinical needs and their EHCP provision
- Maintain up-to-date and accurate case notes in line with professional standards and school policies
- Adhere to local and national standards and guidelines relating to professional practice and maintain registration with the Health and Care Professions Council.
- To attend regular therapy and whole school meetings and to liaise with class supervisors and teachers regularly to discuss individual pupils
- Adhere to all company policies and procedures within defined timescales
- Undertake any other tasks which can be reasonably expected in relation to the role

### PERSON SPECIFICATION

#### Knowledge, skills and experience

- Recognised Occupational Therapy degree / qualification
- Health Care Professionals Council registration to practice
- Membership with the Royal College of Occupational Therapists
- Evidence of CPD e.g. membership of a relevant SIG/CEN

- An understanding and personal commitment to safeguarding and promoting the welfare of children and young people
- Experience of working within a multi-disciplinary team
- 1-2 years proven experience working as an Occupational Therapist (ideally with children or within education) is desirable
- Knowledge of relevant therapeutic interventions/approaches, for example Sensory Integration, postural management training/Bobath training is desirable
- Proven clinical experience and working knowledge of the service area is desirable

## Personal qualities

### Achieving results

- Draws sound conclusions based upon a mixture of analysis, evidence and experience
- Sets challenging goals for his/her area of responsibility in relation to business opportunities
- Measures the risks involved while taking a course of action
- Transforms technical information to engage a non-specialist audience
- Shares new ideas and perspectives to adjust business strategies
- Encourages others to see the positive outcome of doing things differently
- Advises and/or develops practical solutions to address resource issues that impact the effectiveness of a team or project and the work to be delivered
- Provides clear directions and priorities to teams
- Delegates responsibility to individuals to make them accountable for successful execution

### Building relationships

- Acts as a seasoned adviser, providing independent opinions on complex client problems and novel initiatives, and assists with handling priority issues
- Advocates on behalf of clients to senior management, identifying approaches that meet the clients' needs as well as those of the Organisation
- Identifies and responds to underlying attitudes or behaviour patterns such as cultural norms and personality differences
- Uses situations (e.g. the setting, people present, sequence of events) to create a desired impact and to maximise the chances of a favourable outcome
- Maintains an objective, non-emotional distance from interpersonal conflicts or arguments that arise during negotiations
- Manages compliance, ethical and other issues to protect the Organisation's reputation and respect its obligations
- Identifies and plans learning, targeted to specific developmental needs in current position
- Gives feedback that is constructive and precise based on facts and behavioural patterns observed, and gives individualised suggestions for improvement

### Planning for the future

- Self -assesses against standards for current position to identify learning needs
- Demonstrates initiative in professional self -development
- Is able to present the Organisation's priorities as they relate to own area of work
- Fosters two-way trust in dealing with contacts (e.g. maintains confidentiality regarding sensitive information)

**We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff and volunteers to share this commitment.**

**THE POST HOLDER WILL BE SUBJECT TO AN ENHANCED DISCLOSURE AND BARRING SERVICE (DBS) CHECK**

**Caring · Person-Centred · Continuous Learning · Integrity · Teamwork**