

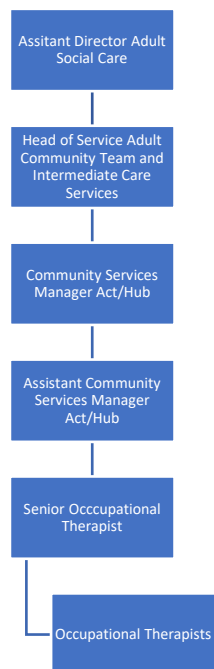
JOB DESCRIPTION

Job Title:	Occupational Therapist (up to 12 months fixed-term maternity cover)		
Directorate:	People	Salary:	£45,091 - £47,181 per year plus £729 London Weighting and £963 Essential Car User Allowance
Section:	Adult Community Team	Grade:	BG-F (SCP 34-36)
Location:	Time Square	Work Style:	Flexible

Key Objectives of the role

- To work as an Occupational Therapist as part of the Adult Hub Front Door Team. This is made up of Support Coordinators, Social Workers, OTs and Managers.
- To follow the occupational therapy process to assess and provide interventions for the people of Bracknell Forest and meet their needs to maximise choice, control and independence.
- Working with people right at the start of their journey with social care.
- The Hub is the first contact for people with physical health issues, learning disabilities and for older adults with mental health problems.

Designation of post and position within departmental structure



Daily and monthly responsibilities

- To work with people to coordinate the identification of their needs and undertake comprehensive assessments of adults with disabilities. To work with those with diverse or complex presentations in a way that maximises independence, choice and control that are Care Act compliant and cost effective.
- Responsible for own caseload, working collaboratively with those in the People directorate.
- To be an autonomous practitioner and accountable for all aspects of your work, including management of individuals in your care and your own supervision and appraisal.
- To assess for, plan and provide interventions around manual handling, seating and small working within the guidelines of government policies.
- Document all work in line with legislation and local policy and procedures.
- To be responsible for your continuous professional development, attending all mandatory training and specialist training where appropriate.
- To be involved in the training and mentoring of other staff within the service area and the training of occupational therapy students.
- Participate in safeguarding assessments and planning when required.
- To take an active part in team meetings and other meetings to which you may be invited.

Scope of role

The Adult Social Care Hub is busy, requiring response in a timely way and to support people at the start of their social care journey. However, you will be given time to meet the demands of the service as part of a supportive team. You will have the opportunity to reflect and solve problems and develop practice. We enable people to achieve their outcomes through person centred, strength-based practice, reablement and coaching. You will be an autonomous practitioner but also work as part of a multi-disciplinary team.

All employees have a responsibility for safeguarding and promoting independence and wellbeing.

We are looking for resilient practitioners who can manage the demands of the service and prioritise their work effectively. The role requires applicants who are confident decision makers and who can stay calm under pressure.

Commitment to the Council's Equal Opportunities policy at all times.

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times.

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	Registered with HCPC with a recognised Occupational Therapy qualification. Relevant post qualifying experience	Safeguarding Level 2 Practice Education course
Competence Summary (Knowledge, abilities, skills, experience)	Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare. Knowledge of the relevant legislative framework and national policies. Commitment to person-centred values and knowledge of how to translate into practice. Ability to communicate effectively with a wide range of people in a wide range of circumstances. Empathic and respectful of diversity. IT skills - Social Care Record, Word and email. Excellent report-writing skills. Ability to prioritise and organise workload.	
Work-related Personal Requirements	The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment. Flexibility. Ability to take responsibility and accept accountability at appropriate level.	
Other Work Requirements	A satisfactory enhanced Disclosure and Barring Service check. The ability to converse easily in spoken English, explain complex or	

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technical information to members of the public and respond effectively to detailed or complex questions for an extended period of time.

This post is exempt from the Rehabilitation of Offenders Act 1974

Role models and demonstrates the Council’s values and behaviours

Our values define who we are. They outline what is important to us. They influence the way we work with each other - and the way we serve our residents and engage with our communities.

We make our values real by demonstrating them in how we behave every day.

All staff should hold a duty and commitment to observing the Council’s Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.

