ST JOSEPH'S SPECIALIST TRUST

Job Profile

Occupational Therapist

Name:

Date:

Job Context: St. Joseph's Specialist Trust is a specialist school and college, registered children's home and adult supported living function (together "St Joseph's" / the "Trust") with approximately eighty four students and up to ten tenants. It has a staff of around 250.

This job profile recognises the requirements of the school's current Pay and Conditions Policy and reflects the vision, aims and policies established by the Trustees and Governors for St Joseph's Specialist Trust.

Title: Occupational Therapist

Job Purpose: The post holder will work as part of a team of therapists and assistants providing an occupational therapy service to students at St Joseph's Specialist Trust.

Accountable to: (management) Karen May, Director of Therapies

Accountable for: (for management)

Main Duties and Responsibilities

- Due to the nature of our environment and the challenges posed by our students, physical and mental resilience is required. This includes the physical agility to move across our large 23 acre site.

- Every member of staff is required to complete team teach positive behaviour support training before employment begins and refresher training periodically thereafter.*

Clinical

- To manage and prioritise a complex and highly specialist caseload as part of the multi-disciplinary team with due reference to professional and ethical guidelines laid down by the professional body.

- To provide intervention according to the changing needs of individual students, differentiating the work according to the student's needs with flexibility and innovation. This could be delivered through individual or group sessions.

- To provide, supervise and monitor Occupational Therapy programmes delivered by assistants and other members of school staff.

- To monitor and review the progress of students within a package of care against the targets set and agreed and to monitor targets as appropriate.

- To formally assess students on admission, provide reports for annual reviews and interim reviews when required and to participate in the review meetings.

- To consult with other professionals and make onward referrals as appropriate.

- To contribute to clinical discussion and management of individual students within therapy and teaching teams and the 24 hour curriculum.

- To effectively communicate complex condition related information from assessment to parents, carers and relevant professionals

- To contribute to and develop innovations in areas of risk management, quality standards setting and clinical effectiveness in conjunction with line manager and peers.

- To continually evaluate and improve clinical effectiveness through a process of peer review, outcome measure and reflective practice,

establishing evidence within the case notes to support clinical decision-making.

- To maintain up to date and accurate case notes in line with the COT professional standards and OT team policy.

Policy / service development

- To contribute to the development of therapy team objectives or projects in liaison with peers.

- To assume delegated tasks as requested by the line manager, including participating in working groups, policy development groups etc.

- To implement team objectives and projects as part of the Therapy team.

- To demonstrate an awareness of and adherence to therapy department policies and guidelines.

Teaching / training

- To provide training to other staff and parents

Research / audit

- To initiate and participate in departmental research and clinical governance / audit projects

- To collect and provide research data as required

Personal Development

- To maintain up to date HCPC registration and maintain own professional portfolio

- To demonstrate knowledge of, and adhere to OT Professional and Clinical Guidelines

- To be accountable for own professional action and recognise own professional boundaries, seeking advice as appropriate

- To attend regular in service training such as Child Protection and other procedures in current use within the school.

- To participate in annual individual performance review process where the job profile will be reviewed, objectives agreed, performance monitored and personal development needs discussed

General

- To undertake any other duties that may be required which are consistent with the grade and responsibility of the post

"St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment".

Signature: …….. **……..……**
Occupational Therapist **Executive Principal**

Date: …… **……**