

Job Description

**Position:** Occupational Therapist

**Division:** Therapy Services - KitesTAS

**Reports To:** Program Manager – Kites TAS

**Direct Reports:** None

**Level:** 5/6/7

**Agreement:** VisAbility (Inc) Enterprise Agreement 2018 - 2021

**Position Summary:**

Provide occupational therapy services to children, with disability or developmental delay. As a member of a collaborative therapy team, the occupational therapist enhances the lives of children by increasing their independence and participation in childhood occupations such as play, learning, mealtimes, self-regulation, social skills, fine motor development, and self-care. In partnership with families and caregivers, the Occupational Therapist delivers evidence-based services to children in their natural learning environments.

# Our Vision

Inclusion and independence for all.

# Our Values

Be there for everyone.

Trust and be trustworthy.

Collaborate and be innovative.

# Our Purpose

To give everyone living with vision loss the support and confidence they need to thrive in the community.

# Key responsibilities and accountabilities

* Provide occupational therapy assessment, intervention and evaluation.
* Deliver individual and group-based services, including Dog-Assisted Therapy
* Manage a client caseload in accordance within service provision guidelines and/or external agency requirements.
* Prescribe assistive technology for position and function. Work as a member of a collaborative team and take on the role of Key Contact to allocated clients.
* Depending on experience, opportunity to train and delivery our Dog-Assisted Therapy Service.
* Meet individual Key Performance Indicators (KPIs).
* Maintain timely and accurate records and related assessments, case plans and documentation of services within the Client Management System.
* Monitor and evaluate the provision of individualised and person-centred services and supports to ensure adherence to organisational policies, procedures, standards and relevant contractual obligations.
* Report to the Program Manager any issues relating to or impacting upon service provision for areas of responsibility.
* Provide an integrated and holistic approach to service in liaison with team members, other health professionals and community agencies as required.
* Actively seek information from the organisation’s Process Mapping System and contribute to the creation and ongoing improvement of processes through providing input, feedback and suggestions.
* Maintain up to date knowledge of professional Occupational Therapy practices.
* Contribute to the wider profession by undertaking coaching and mentoring of students.
* Other duties as required by the Program Manager or Manager.

# Skills and attributes required

## Essential:

* Bachelor of Science (Occupational Therapy) or equivalent, and registered with AHPRA to practice in Tasmania.
* Strong ability to manage a case load of clients, consistently meeting service delivery objectives and timeframes.
* Understanding of the Disability and Community Sectors and in particular knowledge related to disability and aged care client directed care and the application of person-centred practices
* High level of interpersonal skills as this role requires you to work within an interdisciplinary team, external organisations and a varied client base
* Strong written communications skills for writing comprehensive, concise and accurate reports for client recommendations
* To be highly autonomous and confident in making decisions relating to client recommendations and assessments
* Ability to implement person and family-centred interventions
* Strong administration and organisation skills
* Sound knowledge of current philosophy, legislation, standards and policies relating to disability and aged community care services in both the state and national arena
* Understanding of funding models, specifically the NDIS
* Demonstrated ability to work as part of a team to achieve positive outcomes
* Ability to demonstrate a personal commitment to the philosophy, objectives and mission statement of VisAbility.
* Current NDIS Worker Screening Clearance and Working with Vulnerable People Check.
* Able to travel to client appointments and the office as required.

## Desirable:

* Valid “C” or “E” class driver’s license.
* Experience in providing occupational therapy services to a paediatric disability caseload