# Position Description

# Occupational Therapist

**Vision Australia, supporting people who are blind or have low vision to live the life they choose.**

## Purpose of Position

Utilise specialist knowledge and skills to provide assessment; independent living skills training and intervention strategies; recommendations; reports and service coordination to clients, carers and their families. Vision Australia services are based upon a person–centred transdisciplinary approach provided to clients of all ages, their families and carers.

## Context

Vision Australia exists to support people who are blind or have low vision to live the life they choose. Vision Australia provides services to more than 32,000 clients from 28 Vision Australia sites in NSW, ACT, Queensland and Victoria and 29 clinics as well as outreach services to the Northern Territory and Tasmania.

## Principle Responsibilities

* In consultation with clients and their families plan, develop, deliver and evaluate individual or group specialised services as per their needs identified throughout the assessment process.
* Assess the client's capacity to independently participate in activities of daily living (self-care), and instrumental activities of daily living including home and community activities, learning and education, employment, play and recreation.
* Provide both individual and group OT training/intervention programs to achieve maximum independence and participation in activities appropriate to the client’s developmental level.
* Assess and train clients in the use of assistive devices and equipment to enhance access to developmentally appropriate activities.
* Assess, plan and coordinate environmental and/or task modifications according to client’s needs.
* Provide low vision advice as required.
* As required, act as the Primary Service Provider to coordinate the provision of services internally to clients and families and to liaise with external service providers to achieve desired outcomes for clients.
* Identify, develop and review information and resources; promote and represent Vision Australia regarding OT issues in relevant forums; develop and maintain internal and external networks. Provide professional development as appropriate to relevant parties.
* Monitor and maintain accurate, up to date client records in accordance with professional standards, Vision Australia policy and procedures and other relevant legislation including Disability Act.
* Continuous professional development including keeping up to date with new research and maintaining skills & knowledge level.
* Support student supervision and collaboration with learning institutions universities e.g. universities, peak bodies.
* Other duties as required by the Regional Manager.
* Assist with maintaining a high standard of safety at Vision Australia by following all safety procedures at all times and acting safely, not putting yourself or other people at risk by your actions or omissions. Ensure that all work performed is in accordance with Vision Australia policies & procedures.

## Key Performance Indicators

Key performance indicators will be clearly defined through the performance planning process.

## Essential Job Competencies

* Qualification in Occupational Therapy
* Current registration with Australian Health Practitioner Regulation Agency (AHPRA).
* SWEP (State-wide Equipment Program) registration is required for therapists working in Victoria.
* Knowledge and skills in working with children, adults and older adults.
* Experience in providing client support and OT services in person and/or through other communication mediums.
* Training and intervention strategies for individuals and groups.
* Strong planning skills including sound time management skills.
* Well-developed analytical and problem solving skills.
* Ability to work as part of a team and independently as required.
* Ability in establishing and building positive working relationships at all levels.
* Excellent interpersonal and written communication skills.
* Computer literacy skills in Microsoft applications and the internet.
* Empathy and emotional maturity.
* Ability to adapt to changes in the work environment.
* An understanding of the impact of blindness and low vision (desirable).
* Experience working with families from culturally and linguistically diverse backgrounds (desirable).

## Organisational Values

The expectation that we set is that our workforce understands and models our values and behaviours in everything they do 100% of the time. <only applicable to manager roles;

* Person-Centred - We measure our success in terms of outcomes for our clients;
* Accountable - We hold ourselves responsible for what we do and don’t do;
* Collaborative - We work well together and with others to deliver the best possible outcomes;
* Commercially Focussed - We work efficiently and responsibly to sustain and grow our services and influence;
* Agile - We will adapt, learn and innovate to have a positive impact in a changing environment.

## Vision Australia environment

Many Vision Australia employees work with Seeing Eye Dogs and all employees are likely to have contact with working dogs.

## Employment is subject to the Organisation receiving a National Police Record Check, a Working with Children Check and NDIS Screening Check.

## Role Scope

**Reports to: Regional Manager**

Direct Report Staff: 0

In-Direct Report Staff: 0

## Review of Job Description

This job description will be reviewed in line with the performance planning and appraisal process.