



# OAKLANDS COLLEGE

## JOB DESCRIPTION

<b>CAREER FRAMEWORK</b>	<b>Learning for Independence and Future Employment</b>
<b>JOB TITLE</b>	<b>Occupational Therapist</b>
<b>LEVEL</b>	
<b>REPORTING TO</b>	<b>Head of Learning for Independence and Future Employment (L.I.F.E.)</b>

### SUMMARY OF POST

As a fully qualified and HCPC registered occupational therapist, you will be working directly with students attending courses across the "L.I.F.E" (Learning for Independence and Future Employment) provision.

These students all have an Education, Health and Care Plan and have additional needs and/or significant physical and learning disabilities/difficulties.

You will be working directly with an allocated caseload of young people, ensuring that specificity relating to their occupational therapy provision is delivered. Working closely with the team here at college and with parents/carers and external professionals to ensure that this provision is consistent across a variety of settings (respite, home/residential, college.)

### KEY RESPONSIBILITIES

- To deliver OT provision as described in section F of the relevant young person's EHCP
- To work closely with your colleagues in the therapeutic teams (Speech and Language, Physiotherapy) to ensure a holistic approach centred on the needs and aspirations of the young person
- Make any necessary referrals to adult services/social care when a young person leaves college, in order to support their transition into their next placement
- To attend and contribute to EHCP reviews for students on caseload, preparing any necessary reports prior to the review meeting
- To review prospective student's EHCP's with a view to identifying suggested provision; how their needs could be met, how many hours would be required per year et al
- To make recommendations relating to equipment that the young person may require as part of their OT provision, ensuring that accurate costings are submitted to the colleges' high needs funding coordinator
- To take responsibility for maintaining and developing your own skills, in order to ensure that you are able to deliver a range of interventions and follow best, current practice at all times
- To work closely with the relevant subject tutors across the SLD and MLD provision, offering any advice and guidance needed given the complexities of support need(s)
- Responding to correspondence or enquiries promptly and in sufficient detail, ensuring the relevant person(s) are informed of any operational issues or concerns as required

- To actively research and implement innovative ideas and approaches for students with complex needs via a variety of methods to ensure our provision matches both the needs of the individual and recognised best practice
- To be vigilant and proactive in relation to safeguarding vulnerable young adults, reporting any concerns immediately to the designated safeguarding lead
- Keeping accurate records and storing data securely and appropriately

**To demonstrate an awareness of and commitment to following College policies and procedures; with particular attention to health and safety, safeguarding, risk management, equality and diversity, quality and our values and behaviours.**

**CRITERIA**

**RECRUITMENT**

- Degree, post graduate or Professional Qualification in Occupational Therapy
- Experience of working in a school or FE environment preferable but not essential
- Full HCPC registration
- Ideally 12 months post graduate experience within a local authority or NHS Trust

**PERSON SPECIFICATION**

- Self-motivated with the ability to prioritise own workload, balancing demands and priorities
- Ability to work flexibly to meet changing needs and work effectively as a team member
- Commitment to own learning and performance
- Demonstrable well-developed interpersonal skills and ability to communicate effectively and appropriately with people from a wide range of backgrounds in a caring and professional manner.
- Able to liaise effectively with staff at all levels
- Able to relate well and motivate others
- Able to work flexibly to meet changing needs
- Able to inspire trust, loyalty and effective performance from team members

<b>Date approved</b>	<b>November 2020</b>		
<b>Date reviewed</b>			

This job description is current as at the date shown above. In consultation with the postholder it is liable to variation by the Principal to reflect or anticipate changes, in, or to, the post and the organisation.

The job description gives an overview of the main responsibilities of the role. The daily job will also involve any other duties and responsibilities, express and implied, which arise from the nature and character of the post