





## POSITION DESCRIPTION

Position Title: Graduate Occupational Therapist			
<b>Position Purpose</b> To support the inclusion and participation of adults and children in community and family life through the provision of occupational therapy services. To support the achievement of each individual's goals and contribute to high functioning transdisciplinary teams.			
<b>Division:</b>	Therapy	<b>Reports to</b>	Team Leader - Therapy
		<b>Direct Reports:</b>	Nil
<b>Internal Relationships:</b>	Coordinators, Therapists, Administrators,	<b>External Relationships</b>	Customers and other stakeholders
<b>Delegation of Authority</b>	Level 6	<b>Category</b>	Therapy
<b>Employment Contract</b>	Permanent – Full or Part Time Grade 1	<b>Award</b>	Scope Therapy Agreement 2019

<b>Scope's Mission</b>	Scope's mission is to enable each person we support to live as an empowered and equal citizen.		
<b>Scope's Vision</b>	Scope will inspire and lead change to deliver best practice. We will: <ul style="list-style-type: none"> <li>• support and listen to each person and their family.</li> <li>• provide leadership to influence strategy and policy.</li> <li>• deliver person driven, flexible &amp; responsive services to build a sustainable future.</li> <li>• build on our foundation for success through our expertise in service delivery, workforce development, quality improvement and research.</li> </ul> We will deliver better outcomes.		
<b>Scope Approach</b>	<p><b>SEE THE PERSON:</b> </p> <p>We listen to understand We see the potential We recognise how you do things and what you achieve We take personal responsibility We build excellent relationships with our customers and customers We understand the balance between risks and rights</p>	<p><b>DO IT RIGHT:</b> </p> <p>We use systems and processes in our work We deliver quality outcomes safely and on time We understand risks and opportunities We are a financially sustainable organisation We own the consequences of our actions We take pride in the delivery of our Mission</p>	
	<p><b>DO IT TOGETHER:</b> </p> <p>We lead in line with Scope's approach We work together to achieve shared goals We build ethical and sustainable partnerships We support each other We communicate early and honestly We share responsibility for safety</p>	<p><b>DO IT BETTER:</b> </p> <p>We develop creative solutions We review and continually improve We understand what is working and what is not We seek and respond to feedback We build capacity in all that we do We are a leader in safety</p>	
<b>Key Function</b>	<b>Key Accountabilities, Responsibilities &amp; Deliverables</b>		

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<b>Service Provision</b>	<ul style="list-style-type: none"> <li>Plan and deliver occupational services which build on strengths, needs and priorities and meet quality service standards</li> <li>Support customers and others to develop and review service and support plans, ensuring goals are meaningful, meet their needs and reflect and respect their priorities.</li> <li>Provide accurate and current information to customers and others regarding available services to maximise their ability to make informed choices.</li> <li>Assist customers and others in identifying their support networks and learning opportunities, and access community resources.</li> <li>Source and prescribe manual handling, mobility, pressure care and adaptive equipment under the supervision and guidance of a senior practitioner.</li> <li>Promote positive and productive relationships exist between Scope and its customers.</li> </ul>
<b>Financial Outcome</b>	<ul style="list-style-type: none"> <li>Provide services in a way that are financially sustainable and meet the requirements Scope procedures</li> <li>Timely completion of Scope recording and documenting systems</li> <li>Complete services in a way that meets the needs of funding organisations.</li> </ul>
<b>Growth and Representing Scope</b>	<ul style="list-style-type: none"> <li>Actively participate in program development and service growth through participation in new services as they are developed.</li> </ul>
<b>Workplace Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>Responsible for ensuring that Scope complies with its legal requirements and strives for best practice in the provision of a safe workplace for all.</li> <li>Demonstrates safe manual handling skills when assisting individuals to transfer, perform activities or to ambulate</li> <li>Recognises the risks associated with interventions delivered to clients and/or families and modifies accordingly</li> </ul>

### SELECTION CRITERIA Graduate Occupational Therapist

<b>Qualifications &amp; Knowledge/Experience</b>	<ul style="list-style-type: none"> <li>A recognised qualification in Occupational Therapy</li> <li>An interest and/or experience in working in a range of health, disability and paediatric services</li> <li>Current registration with AHPRA</li> </ul>
<b>Technical Competencies</b>	<ul style="list-style-type: none"> <li>Demonstrate an understanding of the professional skills and competencies required and the identified tasks and responsibilities</li> <li>Understands how occupational performance relates to developmental stages and how it is impacted by developmental, neurological, intellectual, and physical disability</li> <li>Understands sensory systems and the impact these have on people's lives</li> <li>Under the supervision and guidance of a senior practitioner prescribe adaptive equipment and assistive devices to facilitate and enhance occupational performance and demonstrate an understanding of ergonomic principles required for prescribing assistive technology</li> <li>Demonstrate an ability to assess the equipment needs of clients in relation to daily activities including, sleeping, sitting, safe transport and personal care and to be able to use appropriate assessment checklist(s) and follow prescription requirements and processes when prescribing or recommending equipment</li> <li>Demonstrated understanding of, and commitment to Person and Family Centred Practice.</li> <li>Commitment to work in partnership with families/carers, agencies and community groups to support individual development and inclusion</li> <li>Excellent time management skills and organisational skills</li> <li>Excellent written and verbal communication skills demonstrated by the ability to interact with a wide range of people (customers, clients, suppliers etc) on a daily basis</li> <li>To be able to work collaboratively within a team</li> <li>To access and actively participate in practice support opportunities including regular discipline specific practice support with senior clinicians and the new graduate programme</li> <li>Attend and actively participate in meetings as required whilst seeking guidance and feedback from others for work performed</li> <li>Sound computer and information technology skills</li> </ul>
<b>Behavioural Competencies</b>	<ul style="list-style-type: none"> <li>A commitment to strengths based, person and family centred practice</li> <li>Strong focus on customer service</li> <li>A commitment to developing the capacity of communities to be inclusive of all people with disabilities</li> </ul>

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<b>Licenses &amp; Accreditations</b>	<ul style="list-style-type: none"> <li>• An appreciation of the immense value that diversity brings to communities</li> <li>• Cleared Police Check for disability within the last twelve months</li> <li>• Working with Children’s check (required for all direct support roles)</li> <li>• Must satisfy all visa requirements for working in Australia</li> <li>• Drivers licence (required for all roles where there is a requirement to travel to deliver services)</li> <li>• Current registration to practice in Australia where required</li> </ul>
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### Authorisation:

This Position Description has been reviewed and approved by the General Manager - Therapy and is effective from February 2022

People & Culture Authorisation

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Job Evaluation Completed: \_\_\_\_\_ Position Created: \_\_\_\_\_

Organisation Hierarchy Amended: \_\_\_\_\_