



ROLE ADVERT

ROLE TITLE: Occupational Therapy Support Worker

PERMANENT

POST ID: SAS281

GRADE: BAND E SCP 21 – SCP 25 (£19,317-£21,734)

HOURS: 22.5 Per Week

LOCATION: South Monmouthshire Integrated Service (Chepstow Hospital), which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.

PURPOSE OF POST:

This is an exciting opportunity for a support worker to work within an established Integrated Service across Health and social care. The post holder is to work under the guidance of Occupational Therapists and Team Manager to actively enable, support and supervise people to be as independent as possible in daily living activities, maximising potential and improving quality of life.

Should you require any further information regarding this post, please contact:

Sally Read, Occupational Therapy Team Lead or Annette Brady, Team Manager Integrated Service, on 01291 635666.

Closing Date: 12 noon on Friday 19 December 2014

Please Note that we are not able to accept CV's

Application forms can be completed online or down loaded via:

<http://www.monmouthshire.gov.uk/home/education/jobs-and-employment/how-to-apply-for-council-jobs/>

Completed paper application forms should be returned to the following address:-

Employee Services, Monmouthshire County Council, PO BOX 106,
CALDICOT, NP26 9AN

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community. All posts are open to job-share unless stated otherwise.



ROLE PROFILE

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RESPONSIBLE TO: Occupational Therapy Lead and Team Manager

South Monmouthshire Integrated Service.....**Who are we?**

Our Purpose:-

We actively enable, support and supervise individuals to be as independent as possible in their daily living activities, maximising their potential and improving quality of life.

Expectation and Outcomes of this Role:-

- To use innovative assessment methods which uses a holistic approach to look at what matters and what makes a good life for each individual.
- Supporting people to identify risks to their independence and explore options to enable self-management of risk.
- To work with communities, a range of providers and partner organisations to develop community based solutions.
- To document casework accurately in accordance with departmental procedures and within IT system.
- To actively participate in Multi-Disciplinary meetings to maximise the persons independence and identify ongoing goals.

Your responsibilities are to:-

- Work closely with the Therapists within the Integrated Service in arranging support that will compliment each individual`s identified goals, looking at alternatives to care and using creative ideas and equipment.

- Complete or contribute to Integrated Assessments, outcome focused goal plans and care and support plans under the direction of the therapists.
- Educate people and carers in the safe use of aids and equipment.
- Review and amend personal outcomes and where necessary consult with Therapists for further assessment.
- Provide assistance for people and carers to achieve goals already planned and agreed with the multi-disciplinary team, which are sensitive to their needs and choices, and those of supporting relatives and friends.
- Work in partnership with colleagues in Health, Social and Housing Services, Grants Department, Care & Repair etc to ensure that needs are met efficiently and effectively.
- Participate in regular Occupational Therapist's business and training meetings, in order to promote individual and service development.
- Participate in supervision, the employee review process, training and development opportunities.
- Listen and respond to feedback from people and carers in accordance with departmental policy.
- Maintain safe working practices for self and others in accordance with the Authority's policy statements on Health and Safety at work.
- Develop and maintain good working relationships with the people by promoting anti-discriminatory practice, confidentiality of information, supporting rights and choices, acknowledging individual's beliefs and identity, supporting the service user/carer through effective communication.
- Work with the guidelines set out in accordance with clinical governance procedures.
- Undertake other duties consistent with the post as may be decided by the Team Manager or Occupational Therapy Lead.

What else you need to know.....Monmouthshire Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENTS	WEIGHTING High/Medium/Low	HOW TESTED (S) used at shortlisting
1. EDUCATION/QUALIFICATION/ KNOWLEDGE		
1.1 Possession of, or willingness to undertake, NVQ III (promoting independence) or Equivalent pertinent to job role.	High	Application form Interview References
2. EXPERIENCE		
2.1 Experience of working with people who have disabilities	High	Application form
2.2 Experience of working unsupervised in people's homes	High	References Interview
3. APPETITUDE AND SKILLS		
3.1 Effective verbal communication with people, carers and colleagues inside and outside of the service.	High	Interview
3.2 Ability to record coherently and concisely in line with departmental requirements.	High	Application form Interview
3.3 Ability to work as a member of a team as well as on one's own	High	Interview
3.4 Ability to use an IT system	High	Interview
3.5 Motivation, flexibility and enthusiasm	High	Application form Interview
4. CIRCUMSTANCES		
4.1 Must possess a full current driving licence and have access to a vehicle for which the MCC agreed mileage allowance will be paid	High	Application form Interview
5. EQUAL OPPORTUNITIES		
5.1 Clear understanding of equal opportunities issues, and motivation to advance equal opportunities throughout their work.	High	Interview

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Integrated Service, on 01291 635666.

Closing Date: 12 Noon on Friday 19 December 2014