

JOB SUMMARY AND PERSON SPECIFICATION

Job Title: Lead Occupational Therapist

Reports to: Head of Clinical Services

Based at: Community Based – will consider applicants nationally

Job Purpose	<ul style="list-style-type: none"> • Provide profession-specific leadership for the Occupational Therapy (OT) team, by overseeing the provision, delivery and development of Occupational Therapy services throughout the UK. Ensure positive integration within the clinical team.
Accountabilities	<ul style="list-style-type: none"> • Operate as the senior OT subject matter expert (SME) across the charity ensuring and maintaining an efficient and effective service to our veterans. • Line Management, guidance, governance, and support to the national OT team, reporting any issue to Head of Service.
Main Responsibilities	<p><i>Clinical</i></p> <ul style="list-style-type: none"> • Work as part of the Multidisciplinary Team (MDT) at an advanced clinical level and provide OT assessment, intervention, and evaluation of those we support with complex conditions referred to the service utilising the latest evidence-based practices. • Provide clinical advice as required to support the delivery to veterans by others. • Participate in the delivery of Recovery College courses and coordinate this delivery within the OT team. • Promote a coaching for health approach, empowering veterans to take control of their health and wellbeing. • Adhere to Help for Heroes' safeguarding and risk management policies and procedures. • Take responsibility for one's own professional development and maintain an up-to-date CPD portfolio. • Maintain professional registrations and adhere to The Royal College of Occupational Therapists 'Code of Ethics and Professional Conduct'. • Identify unmet need and develop innovative solutions. • Contribute to the charity's governance requirements using professional knowledge and understanding. <p><i>Service Development</i></p> <ul style="list-style-type: none"> • Identify, manage, and deliver specialist OT projects to meet the complex needs of those we support, engaging internal and external stakeholders as needed for cross functional insight.



	<ul style="list-style-type: none"> • Engage with veterans, their families, and carers, working with partner agencies, charities, and other organisations to offer OT support and advice. • Regularly evaluate the community-based OT provision and make recommendations to adjust, in line with best practice. • Identify, establish, and maintain excellent working relationships with external agencies, stakeholders, and other veteran services. • Fulfil data requests as required to monitor and evaluate the outcomes of the OT service and commissioned OT services. • Contribute to the development of organisational and wider policy. • Represent Help for Heroes when requested at national and local meetings and events and in the media, promoting and upholding its charitable objects and values. <p><i>Managerial</i></p> <ul style="list-style-type: none"> • Manage and monitor the delivery of the OT Service Delivery Framework to ensure consistency within the clinical team and across regions. • Facilitate external clinical supervision, provide regular case management supervision and regular performance reviews for each member of the OT team. • Ensure data and information is recorded and handled with sensitivity, maintaining confidentiality in line with GDPR and Caldicott principles. • Represent the OT team within the wider charity • Manage the offering and placement of OT Students within the charity. • To oversee the organisation of waiting lists and caseloads within the OT team, identifying shortfalls and areas to be addressed, advising the Head of Service as appropriate. • Manage the commissioning of external OT services as required. • Identify training needs within the team.
<p>Essential Knowledge, Skills & Experience</p>	<ul style="list-style-type: none"> • OT Degree or equivalent. • HCPC Registered. • A member of the Royal College of Occupational Therapy. • A minimum of 6 years post-registration experience and experience working at Band 7 or above. • Managing a team. • Either have or be willing to work towards a postgraduate qualification (MSc/PhD or equivalent). • An understanding of mental health and its impact on occupation. • An understanding of physical health and its impact on occupation. • Good organisational and prioritisation skills. • Competent in the use of Microsoft Office 365 and Teams. • A self-starter with the ability to work with the minimum of direction. • Confident and engaging presentation skills. • Experience of working as part of the MDT. • Full driving licence with access to own car.

<p>Desirable Knowledge, Skills & Experience</p>	<ul style="list-style-type: none"> • Knowledge/experience of the statutory and charitable providers of OT services to the veteran community. • Knowledge/experience of the veteran community and culture. • An understanding of sleep as an occupation and best practice approaches to manage sleep disturbances. • An understanding of sensory modulation, including sensory assessment. • Experience of working within the following settings: physical health; mental health; community; inpatient.
<p>Key Competencies & Behaviours</p>	<ul style="list-style-type: none"> • Respond quickly to changing demands, demonstrating strong skills in organisation, prioritisation and time management. • Work within a range of environments and working cultures, adapting personal style accordingly. • Demonstrates self-motivation by leading and driving work forward autonomously. • Demonstrates the ability to build rapport with individuals quickly and to understand needs, wants and expectations. • Displays a confident, positive, empathetic, patient, polite and friendly manner. • Manages challenging situations in a calm and appropriate manner. • Displays the highest levels of integrity, confidentiality and commitment. • Demonstrates an ability to work as part of a team and be a flexible, collaborative team player. • Innovative and a self-starter. • Analyse information quickly and communicate in a concise and articulate manner. • Attention to detail in all aspects of work. • Flexible regarding hours of work. <p>Model our Values. We are:</p> <ul style="list-style-type: none"> • Innovative-Collaborative-Authentic-Resourceful-Energetic

I have read and understood the Job Description:

PRINT NAME:

SIGNED:

DATE: