



Position Description

Occupational Therapist

Department:	Hear for Kids
Reports To:	Manager Hear for Kids
Location:	Brisbane (Southside)
Position Purpose:	The Occupational Therapist (OT) is responsible for the provision of occupational therapy to infants, children and adults via the different Hear for Kids programs (NDIS, Hear for Kids in School and other fee-for-service programs).
Key Results Areas:	The OT is expected to work within a flexible, multidisciplinary structure to ensure the children's and families' needs and those of adults are met and supported. The OT will work in a variety of settings, which may include the centre/s, private homes, and community settings such as childcare centres, kindergartens, and schools.

ACCOUNTABILITY [1-4]

Has direct responsibility over	[1]	Recommends, advises, interprets	[2]
Shares responsibility with others	[3]	Provides information	[4]

Clinical

Assess, treat and manage children and adults based on the participant's individual needs: [1]

- Assess children and adults as required write formal reports (including NDIS).
- Develop, plan and implement programs to meet the needs of the participant
- Provide appropriate, timely and effective clinical management
- Maintain up-to-date case notes and progress reports
- Work independently and cooperatively within a transdisciplinary model

Information management and communication

Complete HFK reporting requirements in a timely manner [1]

Contribute to the establishment and maintenance of effective parent-professional partnerships to optimise child and family outcomes. [1]

Interact with the families and children in a manner that fosters the development of the child and considers the needs of the child first [1]

Leadership and management

Contribute to clinical education activities such as student supervision and training of new staff as required [1]

Contribute to the skill development of other staff by sharing professional development knowledge. [1]



Professional development

- Participate in discipline specific in-service. [1]
- Demonstrate a commitment to Professional Development by identifying, prioritising, and completing targeted tasks and skills. [1]

General

- Other duties as directed by the Hear for Kids Manager. [3]
- Understand and work within the relevant parts of the Deaf Services quality management system. [1]
- Comply with Deaf services policies and procedures for workplace health and safety, ensuring that you do not place yourself or others at risk of injury. [1]

PRIMARY RELATIONSHIPS

Internally in Deaf Services

Manager HFK
 HFK Staff
 Deaf Services Staff

Purpose / Relationship

Line management, support & Advice
 Support, Advice, Consultation & Liaison
 Organisational support and advice

External to Deaf Services

Education QLD
 Students and Families

Purpose / Relationship

Support, Advice, Consultation & Liaison
 Support, Advice, Consultation & Liaison

Persons/functions that report to this position

NIL

Role / Relationship

KNOWLEDGE AND SKILLS

Requirement for skills / Knowledge in this position

	N	L	D	M	I	C
Innovating				*		
Planning						*
Organising						*
Patience & Friendliness						*
Customer/Client Orientation						*
Administration					*	
Auslan			*			
Professionalism						*
Acceptance				*		
Problem Solving					*	
Deciding						*
Implementing						*
Communicating						*
Flexibility						*



Consulting						*
Participating						*

SELECTION CRITERIA

Essential

- Bachelor’s Degree in Occupational Therapy (or equivalent)
- Current registration with Australian Health Practitioner Regulation Agency (AHPRA) – Occupational Therapy, which encompasses general registration with the Occupational Therapists Board of Australia (OTBA). This is applicable for those providing Better Start services as well
- Current Queensland Blue Card holder
- Knowledge and skills in clinical best practice, Evidence-Based Practice (EBP) and principles of Family Centred Practice (FCP)
- Knowledge of typical and atypical childhood development and how this impacts on young children with a disability or development delay; knowledge of how environmental factors influence interventions on a child with a disability or developmental delay
- Highly developed interpersonal and communication skills
- Demonstrated ability to work both independently and within an multidisciplinary team.

Desirable

- Evidence of ongoing education/professional development relevant to deafness
- Ability to manage and prioritise a case load, meeting timelines in a responsive manner by adjusting priorities according to changing needs and urgent matters
- Experience in Auslan highly regarded.

Please sign below your agreement of the above position description

.....
Print Name

.....
Signature

.....
Date