



# Cumberland Council

## Post Specification

<b>Date</b>	<b>March 2024</b>
<b>Post Group Number</b>	<b>8199</b>
<b>Post Title</b>	<b>Professional Practice Lead – Occupational Therapist</b>
<b>Job Family</b>	<b>People Care and Development</b>
<b>Job Family Role Profile</b>	<b>PCD16</b>
<b>Final Grade</b>	<b>Grade 16</b>

To be read in conjunction with the job family role profile

### Service Area description

The Professional Practice Lead – Occupational Therapy is based within the Adult Social Care and Housing Directorate. The post holder will be line managed by the Principal Social worker and will link to to the Adult Principal Occupational Therapist/ Service Manager, supporting them in the execution of their role and functions and the interface with operations across the health and care system.

The Adult Principal Occupational Therapist is the Professional and Practice lead for Adult Occupational Therapists responsible for Adult Social Care and Housing practice standards across Cumberland and the interface with the Associate Directors for Allied health Professionals within the Integrated Care System.

The post holder will need to work collaboratively with operational colleagues in Adult Social Care and Housing and to ensure practice tools, governance, policy and procedure work is co-produced and meaningful to those who use it in their day to day work , and that it takes account of inter dependencies with the customer, health colleagues, provider services and the third sector.

There will be collaborative working with the operational team and colleagues in the relevant higher educational institutions, to ensure there is a joint approach to practice improvement, research and student engagement and advancement of the workforce.

### Purpose of this post

To provide practice improvement to support and assist with leading the occupational therapy service. The post will be based in the quality and resources division in support of the Adult Principal Social Worker in leading effective governance for all staff . The postholder will work with the Principal Occupational Therapist to focus specifically on Occupational Therapists, Rehabilitation Officer for Visual Impairment and support staff. It will assist the effective provision of practice development across Adult Social Care and Housing in Cumberland.

To provide advice and professional leadership, development and governance for effective Occupational Therapy practice across the teams, inclusive of the rehabilitation officer for visual impairment, supporting and advising on the quality of practice, standards and professional development to managers, practitioners and partner agencies.

To promote co-production and strengths based, person-centred practice which is appropriately balanced with safeguarding responsibilities.

To contribute as appropriate to strategic and service level planning across the directorate.

To promote the profession of occupational therapy both within the Council and with external partners including members of the public.

To link with partner agencies in the promotion and development of practice

To deputise for the Adult Principal Occupational Therapist as required.

To represent the Council as required.

### **Key job specific accountabilities**

1. Leadership of the Advanced Practice Lead Team to ensure that it is inclusive of occupational therapy as a registered profession including co-ordination of the team's work plan, allocating work, monitoring of progress against team plans and individual appraisal objectives. Overall leadership, oversight and responsibility for team practice.
2. Contribute to the development and implementation of service plans and strategic plans under the professional supervision of the Adults Principal Occupational Therapist/ Service Manager.
3. Contribute to the development and improvement of practice tools and other support systems under the supervision of the Adults Principal Occupational Therapist.
4. To cultivate and promote an inclusive, transparent, strengths based culture within the team, promoting the development of the team and individual members.
5. To be a positive role model for team members and other practitioners. To build and maintain positive working relationships with other teams and services.
6. Line Management responsibility for the Occupational Therapists in the Advanced Practice Lead Team including the implementation of the council's People Management processes including recruitment and retention, discipline, performance and appraisal and attendance management.
7. To assist with the promotion of OT and ROVI and social care workers practitioners health, safety and wellbeing.
8. Overall responsibility for decision making to ensure consistent, safe and equitable approaches within the team.
9. Responsibility for ensuring adherence to practice within the relevant national legislation, regulation, professional standards of practice, and organisation policies and procedures for self and staff within the occupational therapy service.
10. Responsibility for ensuring compliance with individual and organisational performance outcomes frameworks.
11. Ensure appropriate balanced and robust risk assessment and risk management processes and systems are in place which enable staff to identify, record, plan for and mitigate risk, appropriately and proportionately, escalating where necessary.
12. Represent Adult Social Care and the Authority with partners and stakeholders as required.
13. To ensure the effective implementation of the Safeguarding Adult Policies and Procedure and support the Local Authorities statutory Duty under the Care Act.
14. To operate as a service or profession expert by providing expert advice to managers, staff and partner agencies.
15. To act as a point of expert practice in cases of performance appraisal issues.

<b>Please note annual targets will be discussed during the appraisal process</b>	
<b>Key facts and figures of the post</b>	
<b>Budget Responsibilities</b>	<ul style="list-style-type: none"> <li>Responsible for grants or project budgets as required.</li> </ul>
<b>Staff Management Responsibilities</b>	<ul style="list-style-type: none"> <li>Line Management responsibility for Advanced Practice Lead Occupational Therapy staff and other staff as required.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>Providing representation for the council on behalf of the Occupational therapy service locally, nationally and internationally.</li> </ul>
<b>Essential Criteria - Qualifications, knowledge, experience and expertise</b>	
<ul style="list-style-type: none"> <li>Occupational Therapy degree ( or equivalent qualification).</li> <li>Evidence of ongoing professional development</li> <li>Registered with Health and Care Professional Council.</li> <li>Substantial post qualifying experience,(minimum 2 years).including : extensive knowledge of the moving and handling of people, rehabilitative and compensatory adaptive interventions and solutions and application of occupational therapy theory to practice..</li> <li>Experience of managing and monitoring budgets and resources.</li> <li>Experience in leading, managing and motivating staff</li> <li>Extensive experience of managing risk to adults</li> <li>Extensive knowledge of relevant legislation and application to practice in complex settings</li> <li>Significant understanding of relevant research evidence</li> <li>Excellent ability to communicate both orally and in writing</li> <li>Proven leadership skills including practice supervision</li> <li>Knowledge of methods of coaching and staff development</li> </ul>	
<b>Disclosure and Barring Service – DBS Checks</b>	
<ul style="list-style-type: none"> <li>This post requires a DBS check.</li> <li>The level of check required is: <ul style="list-style-type: none"> <li>DBS Enhanced – Adults and Children</li> </ul> </li> </ul>	
<b>Job working circumstances</b>	
<b>Emotional Demands</b>	May involve infrequently dealing with individuals who are distressed. Dealing with conflict with colleagues across the health and care system.
<b>Physical Demands</b>	Be able to undertake and demonstrate advanced moving and handling of people techniques and postural management.
<b>Working Conditions</b>	Normal
<b>Other Factors</b>	
<ul style="list-style-type: none"> <li>Travel across Cumberland with occasional need to travel beyond Cumberland.</li> </ul>	