

POSITION DESCRIPTION

TITLE:	Occupational Therapist
BUSINESS UNIT/DEPARTMENT:	Aged City Living team
TYPE OF EMPLOYMENT:	Full time
EFFECTIVE DATE:	December 2024
REMUNERATION:	Crisis Accommodation Employee 1.4 – 2.1
REPORTING RELATIONSHIP:	Aged City Living Team Leader

OVERVIEW

Our Purpose

Hutt St Centre's vision is an end to homelessness. Our mission is to advocate with and empower people at risk of or experiencing homelessness, supporting them to rebuild their lives on their pathway to homefulness.

Your Purpose

The purpose of the Occupational Therapist (OT) is to deliver therapeutic occupational therapy services to older people with a disability or aged related issues who are experiencing or at risk, of homelessness. The OT program is a part of Hutt St Centre's Aged City Living team and will focus on meeting the immediate unmet needs of people that are homeless who often experience disproportionate barriers to accessing aged care and other related supports and services.

The OT will work with clients whose abilities impact them achieving their independent living goals, access services and/or be included in their communities. Whilst facilitating clients to meet their short-term therapeutic goals, the OT will also seek to connect clients with long-term aged care supports to assist them to continue to build their individual capacities beyond their experience of homelessness.

AUTHORITY TO ACT

Staff will support and operate within:

- Hutt St Centre Vision, Mission, Organisational Values and Strategic Plan.
 - Hutt St Centre policies, procedures, guidelines, Code of Conduct and Practice Framework.
 - Defined limits of delegated authority.
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KEY DUTIES

Clients

- Deliver flexible, responsive, and person-centred OT services to support clients to meet their independent living goals, connect to supports and services, and be included within their communities.
- Complete a range of assessments and therapeutic interventions with clients who may have diverse or complex needs and support them to live safely and independently in the community.
- Provide holistic therapy services to clients in their home and community environments, and/or in group settings on-site at Hutt St Centre or surrounding community as required

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- Work collaboratively with other Hutt St Centre programs and staff, Government agencies, and community organisations that deliver health and social services, to ensure therapy plans and service outcomes effectively meet client needs.
- Advocate for the rights of older people and people experiencing homelessness using an occupational lens
- Regularly consult with the team leader regarding client progress and access to other community services to address their independent living, health and social needs.

Internal Processes

- Comply with program requirements for the accurate and timely completion of documentation and statistics and maintain the confidential preparation and storage of accurate, organised and up-to-date client work notes and files.
- Contribute to the development, implementation and achievement of organisational and program goals by participating in meetings, program planning, audits, service reviews, reviews of relevant policies and procedures, client reviews and outcome evaluations as required.
- Represent Hutt St Centre at internal and external events, both as a participant and presenter as directed by the team leader and where required

People & Learning

- Work under reduced clinical supervision, and proactively draw on the support of experienced peers of diverse professional backgrounds and managers when required. The team leader will support the OT to access appropriate clinical/Occupational Therapy supervision to support personal and professional development.
- Take responsibility for developing skills and knowledge about disability and homelessness for a vulnerable and diverse client group; and the application of occupational therapy within the homelessness sector

PERSONAL DEVELOPMENT

- Actively attend and participate in professional development opportunities as required **OR** Actively attend and participate in supervision and professional development opportunities to ensure high quality and safe, client-centric services.
- Participate and actively contribute to Hutt St Centre development activities including completion of Hutt St Centre induction modules.
- Actively contribute and participate in the yearly performance appraisal process.

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- Attend essential training such as Child Safe Environments Training and Cultural Awareness Training.
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WORK, HEALTH AND SAFETY

- Comply with all policies, procedures and instructions in relation to work, health and safety (WHS).
 - Keep your work area free of hazards and follow all reasonable directions by your Manager.
 - Record all hazards or incidents within the WHS Portal and report them to your supervisor as soon as reasonably possible.
 - Act as a role model to other staff and volunteers by demonstrating safe work conduct, ensuring reasonable care that your actions or lack of action does not adversely affect others.
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EDUCATION/QUALIFICATIONS

- Appropriate Degree or equivalent qualification which entitles registration as an Occupational Therapist with the Australian Health Practitioners Registration Agency (AHPRA)
- Current full and unrestricted registration with AHPRA

OTHER REQUIREMENTS

- Maintain a satisfactory National Police Clearance (NPC).
 - Maintain a satisfactory Department of Human Services (DHS) Working with Children Check.
 - Unrestricted Driver's License.
 - Valid work rights.
 - Child Safe Environments (Through Their Eyes) training.
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KNOWLEDGE & SKILLS

Essential knowledge, skills and experience

- Experience working within a multidisciplinary team, and collaborating with external stakeholders to advocate for the best outcome for clients e.g. community mental health, hospital inpatient, aged care providers etc.
- Demonstrated ability to adapt practice to meet the diverse/fluctuating needs of clients, and provide culturally responsive and client centred care to vulnerable adults including those from Aboriginal and CALD backgrounds
- Ability to contribute to a team environment, work autonomously to meet deadlines and display flexibility in response to changing priorities

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- Ability to communicate effectively with a diverse range of stakeholders (both verbally and written) and adapt communication style to accommodate needs of the audience.
- Ability to write accurate, timely and high-quality reports to order to advocate for client's unique needs and circumstances
- Knowledge of mental health conditions, disability and experience in providing Occupational Therapy assessment and interventions for vulnerable people

Desirable knowledge, skills and experience

- Experience in supervising students
 - Experience in facilitating group work
 - Previous experience with the MyAged Care system would be highly regarded but not essential.
 - Previous experience in the homelessness sector would be ideal but not essential
 - Previous experience with Penelope or other similar case management software packages would be advantageous but not essential
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