



POSITION DESCRIPTION

Position Title:	Occupational Therapist
Level:	Level 6/7 depending on experience
FTE:	0.8 - 1.0 FTE
Business Unit:	Community Allied Health Service
Reports to:	Service Coordinator - Community Allied Health Services
Reviewed:	March 2018

Independent Living Centre (ILC)

The Independent Living Centre WA (ILC) provides information and advice, assessment, training, funding and hire services that enable Western Australians of all ages and abilities to live more independent and fulfilling lives.

Service areas include assistive technology and equipment advice and assessment, home modifications, occupational therapy driver assessment, carer respite and support, Home and Community Care regional assessment and grants and equipment funding.

ILC's Vision

For people to reach their goals to live independent and full lives through easy access to community allied health services, the right assistive technology and home modification solutions.

ILC's Purpose

To support all individuals, including people with disability, those who are ageing, their families and carers to live full and independent lives. We do this by providing individuals with allied health solutions and the right assistive technology that enables them to live in good health and independently at home and in the community. Our passion and motivation comes from making a real difference to individuals' lives.

ILC's Values

Integrity: Working, behaving, speaking and listening with honesty and truthfulness.

Passion: Going the extra mile because we believe in what we do.

Respect: Valuing people and embracing their individual or unique qualities.

Collaboration: Building relationships, sharing knowledge and ideas.

Innovation: Seeking creative solutions and opportunities, having confidence to think differently and have a go.

Responsible: Being reliable and accountable and doing as we say we will do.

Competencies

Customer Service

Provides a comprehensive personalised service to customers including consumers, suppliers, stakeholders, service providers and health professionals.

Resource Management

Understands and makes best use of the available resources including personnel, systems, policies, procedures, assets, equipment and information & communication technology.

Team Contributor

Contributes to the overall performance of the team and organisation through communicating and interacting effectively with others.

Personal Awareness

Is self-aware in terms of strengths and weaknesses; understands how own behaviour and actions impact on others and the business.

Position Overview

The Independent Living Centre WA is looking to recruit an experienced occupational therapist to support delivery of community allied health services, involving work with individuals, carers, support organisations, staff and key partners to ensure optimal outcomes through best practice, for individuals accessing the ILC services.

Key Accountabilities / Duties

1. Deliver specialised clinical assessment and prescription of simple and complex assistive technology and home modifications.
2. Undertake collaborative, person centred assessments that identify the individuals' functional capacity, strengths and lifestyle goals and develop a holistic, individualised individual focussed therapy plan in partnership with the individual and their carer.
3. Prepare professional reports and equipment funding applications, providing clinical reasoning and recommendations on assistive technology and related therapy services.
4. Collect, evaluate and report on individual measures to ensure outcomes are achieved and minimum reporting standards are met.
5. Manage workload and achieve key performance indicators within specified timeframes.
6. Maintain accurate and timely statistical and administrative records on relevant database and operational systems.
7. Provide effective and supportive coaching/mentoring to colleagues.
8. Participate in service development.
9. Establish and maintain professional networks with service providers, health professionals, referral sources and Assistive Technology suppliers.
10. Accept responsibility in maintaining and expanding skills and knowledge related to the area of practice.
11. Promote the philosophy and objectives of the ILC.
12. Implement and adhere to all policy and procedural requirements of the organisation.
13. Undertake other duties as assigned.

SELECTION CRITERIA: (To be addressed in application)	Essential (E)	Desirable (D)
<u>QUALIFICATIONS</u>		
Health profession B.Sc. (Occupational Therapy) or equivalent and current registration with AHPRA.	E	
<u>KNOWLEDGE, SKILLS AND ABILITIES</u>		
Minimum 3 years' experience in a similar role.	E	
An understanding of the needs of a diverse range of individuals with disabilities across all age spans particularly in the areas of assistive technology and environmental design.	E	
Demonstrated high level of clinical expertise in assistive technology and home modifications assessment and prescription, particularly in the areas of complex seating and wheelchairs, manual and power.	E	
An understanding of current sector developments in relation to Disability and Aged Care.	E	
Ability to work cohesively in a multi-disciplinary team and positively contribute to team spirit and motivation.	E	
Experience in and ability to provide clinical supervision/mentoring.	E	
Demonstrated high level of verbal, written and interpersonal communication skills.	E	
Demonstrated experience and proficiency in ICT including, individual data bases, office suite applications and statistical records.	E	
Current "C" class driver's license.	E	
Current National Police Check.	E	
Current Working with Children Check.	E	
Knowledge of general legislative requirements (Carer's Recognition Act, Workplace Health & Safety Act, Privacy Act etc.).		D