**JOB DESCRIPTION**

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| **Job title** | Occupational Therapist – Manchester | |
| **Sector/function** | Mental Health | |
| **Department** | Operations | |
| **Reports to** | Practice Lead | |
| **Grade** |  | |
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| **Job purpose** | The Greater Manchester Move-on Project (GMMoP) is a unique and innovative new service, commissioned as an initial 1-year pilot to enhance the lives of people with complex needs living in Manchester.  In the role of Occupational Therapist, you will have the opportunity to be part of a fast-paced, highly skilled multi-agency team which provides timebound interventions to a range of supported accommodation providers, enabling them to work more effectively with citizens with complex needs who may be at risk of placement breakdown or to support them in the next stage of their recovery journey to move on to more independent living environments.  The Occupational Therapist will work to embed rehabilitative practice in services and support move-on through a range of living environment interventions for citizens referred to the GMMoP service. | |
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| **Key accountabilities** | Service delivery | * To provide a range of specialist occupational therapy assessments including MOHOST, motor skills, independent living skills, road safety, kitchen safety * To develop and monitor outcomes measures for individual citizens * To provide ad-hoc 1:1 support and direct therapeutic sessions to citizens * To carry out living environment assessments and make recommendations in relation to existing accommodation and as part of move-on planning * Developing strategies to promote engagement in activities of daily living * Developing strategies to develop skills in a range of areas from cooking to budgeting * Developing a range of psychosocial Interventions * Developing interest checklists * Signposting and supporting people to appropriate support or groups hobbies within the community * Supporting the development of routines and schedules which promote meaningful and purposeful daily occupation * To ensure that all members of the team have access to a psychologically based framework through the provision of advice and consultation and the dissemination of psychological knowledge, research and theory. * To assess and integrate issues surrounding work and employment, housing, finances and other areas of life that impact on an individual’s well-being into the overall therapy/treatment process. * You may be required to manage a caseload of individuals as part of this role. |
| Service and partnership development: | * Contributing to the ongoing development and improvement of the GMMoP service, making suggestions and recommendations for change * Making recommendations for wider systemic change, as part of a review of local pathways and / or external provider services * Developing and coordinating professional links with other statutory and voluntary service providers * Liaising with landlords, statutory teams and healthcare professionals to identify and procure a range of aids, adaptations and technology to support citizens to manage their living environments as comfortably and independently as possible * To work with the wider team to develop structures for multi-agency working with internal GMMoP colleagues, participating and leading on casework management sessions, multi-agency reviews, assessment and support planning sessions |
| People Management, training and mentoring | * To develop and deliver training to navigators and coach them in problem solving and strategy implementation * To develop and deliver training to providers in line with the strategies and interventions developed and any observed gaps in knowledge / practice * Working with providers to embed enabling approaches and cultures around support delivery * Liaising with the social work practice lead to develop and manage the competency of team members. |
| Health and Safety | * Ensuring a safe working environment for self, and where appropriate, the team * Complying with all H&S policies and procedures including Serious Untoward Incidents and Accident reporting * To undertake risk assessment and risk management for citizens referred to support them, their assigned navigator and external colleagues to remain safe and well * Work proactively to safeguard vulnerable adults. |
|  | Quality | * Ensure the maintenance of standards of practice according to the employer and any regulating, professional and accrediting bodies * To participate in the monitoring and evaluating of the overall GMMoP pilot * Participating and utilising management information and data collection systems as appropriate. * To carry out audit, policy, service development and research activities and/or programs. To support the Social Work Practice Lead and drive the collation of information for audits and inspections, including Turning Point’s Internal Quality Assessment Toolkit (IQAT), CQC audits and other audits/inspection as required. * Ensuring record keeping is maintained effectively to the required standard at all times and contributing to service monitoring requirements. |

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| **Dimensions** | Direct reports | None |
| Total staff overseen | None |
| Internal contacts |  |
| External contacts |  |
| Planning outlook |  |
| Problems solved |  |
| Financial authority |  |

**PERSON SPECIFICATION**

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| **Job title** | In-reach Navigator |

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| **Personal effectiveness** | Essential | Desirable |
|  | * An excellent communicator with the ability to engage, motivate and inspire a diverse range of people, including colleagues and people supported * Confident and resilient, with the ability to work with and lead teams with varying levels of engagement with the GMMoP service * Ability to lead teams, role model good practice and respectfully challenge practice that requires change / improvement * Able to build relationships with people support and ensure that their wants, wishes and bests interests are at the forefront of all decision-making * Observant, detail orientated and able to monitor progress and outcomes and develop relevant reports |  |

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| **Technical effectiveness** | Essential | Desirable |
|  | * Fluent written and spoken English * Good written and oral communication skills * Basic numeracy and literacy skills * Experience of managing your own time * Awareness of the limits of your own skills and ability to work within them * Good IT skills * Able to respect confidentiality even in difficult situations * Able to identify and communicate risks * Ability to work under pressure and meet deadlines |  |

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| **Acquired experience & qualifications** | Essential | Desirable |
|  | * Experiencing in occupational therapy roles specialising in mental health and trauma informed care * Customer care/service * Relevant experience in health and social care/or interest in the sector * Qualification to GCSE/O level or equivalent * Ability to use Microsoft office applications to an intermediate standard |  |

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| **Other requirements** | Essential | Desirable |
|  | * A flexible approach to work and the ability to travel to sites across Greater Manchester when needed * Able to maintain professional boundaries |  |