

Title Principal Occupational Therapist (POT)	Department Adult Social Care and Health	Post Ref.
<p>Job Purpose</p> <p>To provide professional leadership, advice, guidance and development for Occupational Therapy and social care across the department. To lead the Occupational Therapy and social care workforce to embed best practice and new ways of working. The responsibility relates to qualified Occupational Therapists, Community Care Officers and other non-registered roles in assessment teams (district and countywide specialist teams). The role will be the Council's lead at national and regional networks ensuring Nottinghamshire's participation and engagement in these networks.</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. Leadership and oversight of excellent Occupational Therapy practice, for example, through the co-development and oversight of quality assurance/audit mechanisms, effective supervision and decisions, making recommendations on systems and processes that support continuous improvements in practice. 2. Lead on workforce development initiatives, including career progression pathways, to improve Occupational Therapy practice and therapy led approaches countywide, working with the corporate workforce development team as relevant. 3. To support Group and Team Managers to identify and respond to performance issues, to set and aspire to appropriate targets to deliver occupational therapy professional standards and departmental objectives, including the Adult Social Care Strategy 4. To promote and advise on effective, evidence based Occupational Therapy and therapy led social care, keeping up to date with research developments and ensuring staff and their managers are able to use research effectively. 5. To maintain up to date knowledge on legislative and policy changes and work with senior management and the workforce to adapt practice accordingly. 6. To maintain close contact with and act as the strategic link between the Director of Social Care, senior managers and frontline employees in the 	<p>Key Accountabilities</p> <ol style="list-style-type: none"> 1. Be visible across the organisation and within partnerships, from elected members and senior management, through to frontline social workers, partner agencies and people who use services and carers. 2. Be able to bridge the gap between professional and managerial responsibility to influence the delivery and development of Occupational Therapy and social care practice. 3. Access and utilise local and national networks to share information and experience in delivering best practice in Occupational Therapy and care and develop local networks where relevant. 4. Meeting statutory or regulatory standards that apply to the services managed eg Health and Safety Act, Moving and Handling Regulations 	

<p>development of Occupational Therapy and therapy led social care, to ensure that strategic and operational needs are linked, and that safe practice and continuous improvement are embedded.</p> <ol style="list-style-type: none"> 7. To work in collaborative partnerships with Health and District Councils enable the planning, delivery and governance of more streamlined and appropriately integrated occupational therapy projects and services. 8. To input into the safeguarding of adult practice and procedures, ensuring that occupational therapy assessments and interventions add value to safeguarding investigations and action plans 9. To provide a strong professional lead role and at times provide direct professional supervision, coaching and mentoring to Occupational Therapists, Senior Practitioners, Team Managers and others 10. Lead on internal transformation and change projects and/or service development workstreams related to occupational therapy. 11. To work with the adult and children's PSWs in the development of appropriate learning and development opportunities and support consistency of practice across the different professions in the department. 12. Contribute to the development of the teaching partnerships, or their equivalents, with local higher education establishments and neighbouring local authorities. 13. To engage in some direct practice, including; case reviews, direct casework, co-working, undertaking practice development sessions, or mentoring/coaching. 14. To represent social care occupational therapy on the Allied Health Professionals strategic workforce group, to provide a link with social care workforce delivery for occupational therapists, across health and social care. 15. Responsible for OT specific contracts and associated budgets, ensuring that they are cost effective, quality assured against key performance targets e.g. ZOT maintenance contract, agency OT contract 16. To directly line manage staff to achieve operational and strategic objectives as required. 	<ol style="list-style-type: none"> 5. Identifies analyses and manages risk in relation to service delivery, finances, safety and quality and advises Service Directors accordingly. 6. To link with the regional universities providing Occupational Therapy qualification courses, to have strategic influence regarding course design and practical processes 7. Delivering services agreed in the service plan and ASCH strategy within agreed resources; including targets for improving efficiency and customer satisfaction 8. Accountable for all forecasting monitoring and effective use of budgets within area 9. Reporting issues to Senior Leadership Team and Group Managers where unforeseen events impact on service delivery targets including budget forecasting 10. Providing data about customers and the operating environment that complies with GPDR
<p>The post holder will perform any duty or task that is appropriate for the role described</p>	

Person Specification**Education and Knowledge**

1. Occupational Therapy qualification and current registration, as recognised by the current Registering Body.
2. A post graduate qualification in Advanced Occupational Therapy or equivalent or willingness to achieve this in the job e.g. through an Apprenticeship.
3. Management qualification or equivalent experience.
4. Evidence of continuous professional development.
5. Comprehensive knowledge of how to apply policy and legislation relevant to occupational therapy, and Adult Social Care such as The Care Act 2014, Mental Capacity Act. Housing and regeneration Act, Health and Safety act.
6. Detailed knowledge of main issues and influences affecting Occupational Therapy and social care services.
7. Extensive knowledge of the legal and Occupational Therapy response options to specific cases, including safeguarding.
8. Comprehensive knowledge of the principles and practice of:
 - a. effective people management;
 - b. excellent customer service;
 - c. continual improvement using an evidence – based approach; and
 - d. appropriate risk management.

Experience

1. Significant experience of service delivery, including resource planning, performance management and effective and efficient delivery, in a relevant service area.

Leadership and Management Skills

9. A high level of personal drive and integrity and an understanding of how their personal leadership style impacts on service outcomes.
10. A commitment to excellent customer care and co-production, with the ability to set an example for other staff
11. Strong interpersonal skills enabling the post holder to provide purpose and direction to others in a changing environment to ensure effective engagement with customers, staff and other key stakeholders.
12. Ability to make decisions and solve problems in a changing and complex service environment, involving planning solutions and prioritising personal and service resources
13. Ability to meet agreed broad service objectives and delivery targets through the organisation of human, physical and financial resources.
14. Writing, and presenting information and reports tailored to the audience to; partnership forums, people who use services, the Senior Leadership Team and elected members.
15. Provide leadership and management across organisational and professional boundaries including health and social care

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| <ol style="list-style-type: none"> 2. Significant experience of managing complex and advanced OT case work including: safeguarding, mental capacity and best interest decision making, complex adaptations and risk enablement. 3. Significant experience of leading changes in a service delivery environment with responsibility for direction of a service involving the co-ordination and integration of a number of sub functions. 4. Experience of co-producing service developments with staff, partners and local people 5. Experience of developing new proposals that achieve better outcomes for people and make more efficient, effective use of resources 6. Experience sufficient to evidence competence at level 7 or above in the Royal College of Occupational Therapy Career Development Framework | |
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Role Dimensions

- 1.Provides effective leadership and challenge, both at a managerial and practitioner level.
2. Responsibility for the development and implementation of a long-term plan for the Occupational Therapy Service, supported by a workforce strategy including, a career development progression pathway, continuous professional development and innovative ways of supporting occupational therapists to be self-directed in their learning and development.
2. To lead on the co-production and implementation of a range of workforce development initiatives, including; ASYE for OT, Post Graduate training opportunities, apprenticeships, internal and external generic and OT specific training, e-learning, coaching, shadowing, job rotation, secondments etc.
- 3.Working in partnership with providers of OT higher education to co-produce: selection processes, course content, career development, promotion of fieldwork education, uptake of OT student's placements with the Council and establishing postgraduate study opportunities for occupational therapists in Social Care
4. Provides line management and professional supervision for OT senior practitioner, agency OTs and other "invest to save" fixed term occupational therapy post where required
5. Responsible for business planning within areas of service and accountable for performance of individuals and services
6. Represents and negotiates on behalf of the authority in financial, planning and partnership arena in relation to occupational therapy
- 7.Inputs to the organisational Healthcheck for adult social care staff, action planning and monitoring progression of relevant actions.
8. Provides leadership and a professional perspective across organisational and professional boundaries including health and social care,
9. To contribute to the ongoing implementation of the Care Act and the Adult Social Care Strategy.
- 10,.Responsible for customer relations and employee relations within areas of scope.
11. Contributes to the strategic direction of services through identification of needs, workforce profiling and demand forecasting.

Principal Social Worker

12. To respond to, coordinate and investigate complex complaints as required and appropriate, to analyse trends and disseminate findings and recommendations from complaints and ombudsman's reports relating to occupational therapy practice
13. Link with Occupational Therapy colleagues in Children's service to ensure a smooth transition of services to Adult Care.
14. Covers for Service Director or Group Manager where relevant

Please attach a structure chart