



## Adult Social Care Directorate

### Job Description

**Post:** Occupational Therapist                      **Grade:** GR4  
**Division:** Rehabilitation and Enablement                      **Section:** Occupational Therapy

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#### 1. **Job Purpose**

- 1.1 To carry out assessments which enable users and carers to determine how to maintain their lifestyles in the face of disability or age.

#### 2. **Duties & Responsibilities**

- 2.1 To work with all agencies in order to achieve acceptable solutions to the users needs.
- 2.2 To understand the aspirations of the elderly and disabled and their carers.
- 2.3 To work with environmental agencies to reduce the barriers to social inclusion.
- 2.4 To arrange provision of services as appropriate.
- 2.5 To be responsible for personal development within the organisation requirements.
- 2.6 To take an active part in helping other staff.
- 2.7 To take an active part in helping to develop services in conjunction with users.
- 2.8 Manage workload to meet performance targets.
- 2.9 Actively seek to support the work of the Occupational Therapy Team Manager by undertaking any other duties commensurate with the post or the needs of the service as necessary.

#### 3. **Supervision Received**

##### 3.1 **Supervising Officer Job Title:**

Occupational Therapy Team Manager

##### 3.2 **Level of Supervision**

Left to work within established guidelines subject to scrutiny by supervisor.

4. **Supervision Given** (excludes those who are **indirectly** supervised i.e. through others).

N/A

5. **Special Conditions**

- The post holder may be required to work at other locations within the Occupational Therapy service as required.
- This post is exempt from the Rehabilitation of Offenders Act.
- A Disclosure and Barring Service check will be undertaken.

Observance of the **City Council's Equal Opportunities Policy** will be required.

