

## JOB DESCRIPTION

<b>POST TITLE:</b>	Principal Occupational Therapist
<b>GRADE:</b>	14
<b>DIVISION / UNIT:</b>	Adult Social Care / Service Development - PDQ, SG, DoLS
<b>DEPARTMENT:</b>	Children's and Adults' Services
<b>REPORTS TO:</b>	Service Development Manager

### PURPOSE OF THE JOB

This is a key strategic management role in Southwark Adult Social Care to ensure that the highest standard of Occupational Therapy practice is imbedded across the organisation. Providing skilled and experienced leadership and practice knowledge to Occupational Therapists and assistant practitioners, within the organisation and its partners. Leading the profession, and champion high quality Occupational Therapy across the Integrated Care System.

Provide innovative and visionary strategic leadership, founded on strengths-based, compassionate and values-based leadership principles, leading a cultural shift where needed. Upholding practice in the organisation in accordance with the four pillars of practice outlined in the RCOT Career development framework and Principal Occupational Therapists in Adult Social Care Roles and Responsibilities Guidance 2021.

To be the lead professional within the senior management team ensuring feedback from the Occupational Therapy frontline is heard by managers and partners at all levels. Identifying and developing improvements to occupational therapy practice and expertise across the department. The role will champion the profession within the council, through strategic partnerships and link nationally with the Royal College of Occupational Therapists.

### PRINCIPAL ACCOUNTABILITIES

#### Responsibilities

1. To lead Occupational Therapists and operational managers in monitoring and evaluating existing services and developing services in line with the changing needs of the department. Identifying opportunities and implementing action plans to deliver service improvement based on evidence based practice.

2. Act as an advisor to high-level decision making bodies and report on project progress as directed by the Service Development Manager to the Executive, Overview Scrutiny Committee, Member briefings, Boards of external organisations, Corporate Management Team and Senior Management Teams. Advising the Director of Adult Social Services (DASS) and wider council members on complex and potentially controversial queries, complaints and legal issues.
3. To lead on the promotion of Occupational Therapy as a key component of multi-disciplinary and integrated working, for example with Health and Housing colleagues, in order to drive new ways of working and identify and achieve efficiencies and or savings. Developing and leading inter-professional relationships with Health colleagues supporting Integration with health where it makes sense for local residents.
4. To develop and support the vision for the role of Occupational Therapy in Southwark Council and provide a vital link between frontline staff and the Divisional Management Team to ensure that strategic and operational business is linked to ensure safe practice and continuous improvement.
5. Responsible for OT Workforce development strategy and plan to ensure an appropriately skilled workforce for the future and a culture of learning and reflection. Strategically embed learning and development, throughout the occupational therapy workforce, including leading or contributing to workforce development projects and promoting professional development opportunities both internally and externally.
6. Apply advanced and extensive knowledge of and skills in assessment, intervention and evaluation for people with directly or indirectly highly complex health and social care needs, to promote a personalised approach, risk reduction, wellbeing and prevention agendas.
7. Lead on, strategy, practice and policy developments that challenge stigma, discrimination and inequalities. Promote participation, equity, equality, inclusivity and diversity, and shared decision making with people who access occupational therapy services, their families and carers, in line with their choices, and support others to do so.
8. Lead on proactively supporting the recruitment and retention of Occupational Therapists at all levels and all departments from the development of students and apprentices to development of future leaders. Maintaining a strategic overview of the recruitment of staff, learners and volunteer. Recognising the value that people from diverse backgrounds bring to senior leadership roles, enabling people from diverse backgrounds take on leadership responsibilities, expanding opportunities and building capacity.
9. Work across Adult Social Care including with Telecare OT Team Manager to promote and imbed technology in social care delivery. Advising on the procurement and appropriate usage of assistive technology and equipment for people who access services, and to support colleagues to complete their roles.
10. Support commissioning processes, to ensure Occupational Therapists have access to quality services required for delivery. Providing professional oversight and a strategic lead in relation to equipment contracts within the local authority, ensuring the right service is commissioned to meet community needs and that best use is made of public money.

11. Apply in-depth understanding of practice and political context at a local and national level, to influence and provide strategic leadership and advice to the DASS and/or the wider council e.g. to develop and apply case law.
12. Work across Adult Social Care to maximise the contribution of Occupational Therapy, including eligibility and pathway reviews, development of processes, and policies, business cases for emerging roles.
13. Develop strong alliances with local universities, including delivering training sessions to students at university to showcase the exciting role of Occupational Therapy in Southwark; and to develop and deliver diverse practice based learning opportunities.
14. Ensure recommendations from formal proceedings inform local policy and practice (e.g. safeguarding adult reviews), and establish appropriate dissemination channels to ensure outcomes are communicated at all levels.
15. Line management responsibilities which include the Clinical Lead for equipment provision. Clinical and Professional supervision responsibilities for Occupational Therapists within the operational teams.

## JOB CONTEXT

The vision for Adult Social Care is to enable people with care and support needs and their carers to live healthy, independent and fulfilling lives in their community. We will achieve this by putting their well-being and safety at the centre of our work and doing what we can to prevent, reduce and delay the need for care and support through well-coordinated, personalised health and social care services.

### Grade/Conditions of Service

This post has been evaluated at grade 14

Contractual hours - minimum of 36 hours per week.  
Subject to the Disclosure and Barring Service (DBS) check.

The employment is subject to a probationary period of twenty six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.

# PERSON SPECIFICATION

The person specification is a picture of skills, knowledge and experience required to carry out the job.

<b>Knowledge, including educational qualifications:</b>	<b>Essential (E)</b>	<b>How assessed (S/ I/ T)</b>
To be a registered Occupational Therapist with the Health Care Professionals Council as well as post qualification training / award at higher or advanced level or equivalent expertise or experience in a relevant field	E	S
Expertise in relation to evidence based practice for equipment provision and minor adaptations	E	S
Knowledge of the current issues within adult social work	E	S
Knowledge of current health and social care provision across primary and secondary care and including current and proposed legislation, policy and guidance in relation, adult social care, safeguarding adults and children and housing	E	I
Demonstration of continued professional development	E	I
Comprehensive knowledge of the principles and application of Occupational Therapy- and awareness of current issues influencing practice	E	I
Knowledge of the principles of equal opportunities, anti-discriminatory and anti-oppressive practice in assessment and the provision of services	E	I
<b>Experience:</b>		
Significant experience of service delivery, including resource planning, performance management and effective and efficient delivery	E	S
Significant experience of managing complex and advanced Occupational Therapy case work	E	S
Significant experience at an operational level. A track record of working successfully with multiple stakeholders and as part of a team.	E	I
Experience of contributing professional expertise at a strategic level	E	I
Independently managing and prioritising demands and tasks to meet objectives	E	I
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	E	I
<b>Aptitudes, Skills &amp; Competencies:</b>		
Ability to summarise, analyse and evaluate complex information on operational standards and processes, and to write concise reports for Occupational Therapy, departmental and strategic purposes	E	S/I/T

Ability to take responsibility for the professional learning and development of others through supervision, mentoring, assessing, research, teaching, leadership and management	E	S
Ability to support the development of staff to become more confident, reflective and curious, by championing core Occupational Therapy values and principles supported by excellent development opportunities	E	S/I
A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff	E	S
Ability to influence the behaviour of others in a complex and demanding environment that includes excellent communication, negotiation and relationship management skills	E	I
Ability to contribute to the strategic development of the adults directorate in line with the Council Plan's expectations for Southwark's adults	E	I
Excellent interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers	E	I
Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available	E	I
<b>Special Conditions of Recruitment:</b>		
Comply with and promote the Council's Equal opportunities policy, Fairer Future Principles and commitment to the Southwark Stands Together Pledges.		

**Key:**

<b>E</b>	Essential	<b>S</b>	Shortlisting criteria
<b>I</b>	Evaluated at interview	<b>T</b>	Subject to test