



# Post Specification

## Post Specification - Key Information

- **Post Title:** Occupational Therapist
- **Date:** August 2025
- **Post Group Number:** 8440
- **Job Family:** People Care and Development
- **Job Family Role Profile:** PCD10ii
- **Final Grade:** 11

To be read in conjunction with the job family role profile.

## Service Area Description

Adult Social Care vision is “People living in a place they call home with the people and things that they love, in communities where they look out for one another, doing the things that matter to them.”

The service has a key role in influencing and shaping service models in Westmorland and Furness, and ensures that in all instances people are supported to achieve their most independent outcome in keeping with the Promoting Independence and Wellbeing Programme and becoming a community powered council.

## Purpose of this Post

To work in a team to undertake strengths-based assessments and deliver appropriate person-centred support and outcomes for people in Westmorland and Furness who have care and support needs.

To work in a way that promotes independence and enable individuals/groups to maximise their strengths. To work with stakeholders for better outcomes for the people of Cumbria.

The post holder will actively promote the work of the Westmorland and Furness, internally and externally, on the development and delivery of continuously improving modern and competitive services for the people of Westmorland and Furness.

To work in line with the Royal College of Occupational Therapy career development framework, and HCPC Professional standards for occupational therapy

## Key Job Specific Accountabilities

1. Be a case holding Occupational Therapist, undertaking care management, strengths-based Occupational Therapy assessments, manual handling and seating assessments, capacity assessments and Best Interest Assessments/Decisions with individuals and their carers, ensuring the development and delivery of personalised support to meet the Council's statutory obligations.
2. Use professional judgement to ensure the implementation of effective risk management strategies to support adults at risk which may include Safeguarding Adults enquiries.

3. Act as a point of contact that people can access for support in navigating their way through the care and support system.
4. Work in line with relevant national legislation and professional standards, as well as organisational governance frameworks.
5. Keep up with developments in relevant legislative requirements and best practice guidance, seek out opportunities for CPD and attend organised training as required.
6. Contribute to developing professional practice and delivery of service by working with others including internal and external stakeholders, contributing to service planning and formulation of ASC policies, making recommendations for improvements, cooperating with change, to ensure standards are maintained and improved, successes are shared lessons are learned.
7. Carry out any other duties commensurate with the role as requested by management

*Please note: Annual targets will be discussed during the appraisal process.*

### **Key Facts and Figures of the Post**

- **Budget Responsibilities:** Working with internal and external colleagues to ensure appropriate sharing and coordinating of resources where applicable to ensure services work within agreed budgets and both corporate and statutory policy guidelines and practices
- **Staff Management Responsibilities:** To act as a mentor and support and offer guidance regarding practices, policies and procedures to team members students and less experienced staff.
- **Other:** To make the most effective use of available resources, particularly those which lie within local communities.

### **Essential Criteria**

- **Qualifications:**
  - Accredited Occupational Therapy Degree or equivalent Professional Occupational Therapy qualification
  - Registration with appropriate professional body
  - Evidence of ongoing professional development/CPD within the last 2 years
  - Evidence of successful completion of, or working towards ASYE
- **Knowledge:**
  - Knowledge and application of departmental and council objectives and initiatives
  - In depth knowledge and understanding of own professional area of practice and issues within Adults Services
  - Understanding and application of theoretical approaches, models, practices & procedures relevant to customers, carers, professional colleagues
  - Knowledge of National Policies and legislation relevant to area of work.
- **Experience:**
  - Evidence of extended relevant working experience including independent assessment and delivery of support
  - Experience of case-load management and planning/implementation of interventions for allocated cases
  - Proven ability to demonstrate sound judgement and autonomy of decision making in highly unpredictable situations.
- **Expertise:**
  - Ability to manage cases in which complex and contentious circumstances arise
  - Ability to balance risk and safety
  - Having an awareness and understanding of risk with the ability to escalate appropriately
  - Ability to influence people to change and to make difficult decisions

- Contribute to work planning and resource allocation
- Change management within a positive framework, timescales and budget
- Good interpersonal skills including negotiating, conciliating, people management and motivational skills
- Good communication skills – written, verbal in a range of situations working with customers, carers, colleagues and stakeholders
- Ability to create innovative, person centred solutions with customers and their carers
- Ability to create and maintain a culture that enables and empowers staff and customers alike
- The ability to plan interventions to be implemented for customers individually
- Plans for and prioritises own casework
- Good time management/punctuality and ability to work to deadlines
- Ability to network effectively with multi-disciplinary organisations
- Demonstrable information technology skills/competencies.
- Ability to identify and challenge inappropriate practice

### **Disclosure and Barring Service (DBS) Checks**

- This post requires a DBS check.
- **The level of check required is (remove others not required):**
  - DBS Enhanced – Adults

### **Job Working Circumstances**

- **Emotional Demands:** Job related actions will periodically cause genuine distress to others or in major conflict with their wishes
- **Physical Demands:** Normal requirement for county wide travel and carry laptop and small pieces of equipment
- **Working Conditions:** Specific abusive language and aggressive behaviour witnessed regularly, directed at postholder occasionally. Working in an uncontrolled, challenging environment, in individuals homes Lone working required
- **Other Factors:** Ability to travel extensively throughout the County
- Some longer journeys for staff visiting people placed out of county.
- Flexible working and home visits required