



## Position Description

### Position Title

Department: Therapy and Family Services  
Reports to: Allied Health Team Lead  
Location: Brisbane

#### Position Purpose

The Occupational Therapist (OT) is responsible for the provision of occupational therapy to infants and children via the different Therapy and Family Services programs (NDIS, Hear for Kids in School and other fee-for-service programs).

#### Position – Key Result Areas

The OT is expected to work within a flexible, transdisciplinary structure to ensure the children's and families' needs are met and supported. The OT will work in a variety of settings, which may include the centre/s, private homes, and community settings such as childcare centres, kindergartens, and schools.

<b>Has direct responsibility over</b>	<b>[1]</b>	<b>Recommends, advises, interprets</b>	<b>[2]</b>
<b>Shares responsibility with others</b>	<b>[3]</b>	<b>Provides information</b>	<b>[4]</b>

#### Accountability [1-4]

##### Clinical

Assess, treat and manage clients based on individual needs: **[1]**

- Assess children and write formal reports (including NDIS).
- Develop, plan and implement programs to meet the needs of the participant.
- Provide appropriate, timely and effective clinical management.
- Maintain up-to-date case notes and progress reports.
- Work independently and cooperatively within a transdisciplinary model.

##### Information management and communication [1]

- Complete progress notes and reporting requirements in a timely manner
- Contribute to the establishment and maintenance of effective parent-professional partnerships to optimise child and family outcomes.



- Interact with the families and children in a manner that fosters the development of the child and considers the needs of the child first.

**Leadership and management:**

- Contribute to clinical education activities such as student supervision and training of new staff as required.
- Contribute to the skill development of other staff by sharing professional development knowledge.

**Professional Development:**

- Participate in discipline specific in-service. [1]
- Demonstrate a commitment to professional development by identifying, prioritising, and completing targeted tasks and skills.

**General**

Other duties as directed by Therapy and Family Services leadership. [3]

Comply with Deaf Connect policies and procedures for workplace health and safety, ensuring that you do not place yourself or others at risk of injury. [1]

Understand and work within the relevant parts of the Deaf Connect quality management system. [1]

**Primary Relationships**

**Internally in Deaf Connect**

Allied Health Team Lead  
 General Manager, Therapy & Family Services  
 Therapy & Family Services staff  
 Deaf Connect staff

**Purpose / Relationship**

Line management, support & advice  
 Support & advice  
 Support, advice, consultation & liaison  
 Organisational support and advice

**External to Deaf Connect**

Education QLD  
 Students and families

**Purpose / Relationship**

Support, Advice, Consultation & Liaison  
 Support, Advice, Consultation & Liaison

**Persons/functions that report to this position**

NIL

**Role / Relationship**



## KNOWLEDGE AND SKILLS

Requirement for skills / Knowledge in this position

[N]	None	[L]	Little need	[D]	Desirable
[M]	Moderate	[I]	Important	[C]	Critical

	N	L	D	M	I	C
Innovating				*		
Planning						*
Organising						*
Patience & Friendliness						*
Customer/Client Orientation						*
Administration						*
Auslan			*			
Professionalism						*
Acceptance						*
Problem Solving					*	
Deciding					*	
Implementing					*	
Communicating						*
Flexibility						*
Consulting						*
Participating						*

### Selection Criteria

#### Essential

- Bachelor's Degree in Occupational Therapy (or equivalent)
- Current registration with Australian Health Practitioner Regulation Agency (AHPRA) – Occupational Therapy.
- Current Queensland Blue Card holder.
- NDIS Worker Clearance.
- Knowledge and skills in clinical best practice, Evidence-Based Practice (EBP) and principles of Family Centred Practice (FCP)
- Knowledge of typical and atypical childhood development and how this impacts on young children with a disability or development delay; knowledge of how environmental factors influence interventions on a child with a disability or developmental delay
- Highly developed interpersonal and communication skills
- Demonstrated ability to work both independently and within a transdisciplinary team.



**Desirable**

- Evidence of ongoing education/professional development relevant to deafness
- Ability to manage and prioritise a case load, meeting timelines in a responsive manner by adjusting priorities according to changing needs and urgent matters
- Experience in Auslan highly regarded.

**Please sign below your agreement of the above position description**

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(Please Print Name)

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(Signature)

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(Date)