

# Position Description

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## Occupational Therapist

<b>Location:</b>	Cairns	<b>Reports To:</b>	Practice Supervisor
<b>Award:</b>	Social, Community, Home Care and Disability Services Industry Award, Level 6	<b>Salary Range:</b>	\$87,577 - \$91,439 per annum (plus 9.5% superannuation; pro-rata for part time)
<b>PD Date:</b>	October 2020		

### About us

Act for Kids is a prominent provider of free prevention, professional therapy and support services for children who have suffered abuse and support for families at risk. With over 25 centres nationally, we have supported thousands of children and their families for more than 30 years. In 2019 - 2020 we provided services to 44,894 people, including over 29,000 children.

Our unique multidisciplinary teams provide integrated therapy, sexual abuse counselling, safe houses in remote Indigenous communities, information, advice and referral services, intensive family support and preschools designed for children with additional development needs to ensure we set them up for success at school.

### About our commitment

- Our vision is that all kids have a safe and happy childhood, free from abuse and neglect.
- We are a child safe organisation and all children who come into contact with our services will be provided with a welcoming and safe service.
- We prioritise working with Aboriginal and Torres Strait Islander peoples to grow our cultural expertise and deliver excellent services to children, families and communities.
- We endeavour to provide a work environment that ensures the health, safety and wellbeing of all team members is embedded in our everyday work practices.

### About our values

At Act for Kids our exceptional organisational culture is aligned to our values. You will be part of a **team** that is **professional, ethical, caring, courageous** and **collaborative** and we expect you to demonstrate these behaviours throughout your career with us.

### About the position

- Provide an outstanding therapeutic service to children, young people and their families in Cairns.
- Encourage and strengthen supportive relationships with adult caregivers.
- Enhance therapeutic and psychosocial outcomes for children and young people impacted by trauma.
- Work with Act for Kids team members, other professionals and agencies to enhance client outcomes.

### Key responsibilities

- Maintain a client case load as negotiated with the Practice Supervisor.
- Provide occupational therapy assessments and interventions as part of an integrated team in the Intensive Family Support program.
- Identify and work toward client goals and achieve successful case outcomes for clients.
- Attend stakeholder meetings for the benefit of clients and development of case plans.
- Regularly attend and participate in case reviews and other case discussions as required.
- Maintain up-to-date output and outcomes data for all clients as required by Act for Kids policies and procedures.

- Build and maintain partnerships with local community and government agencies.
- Maintain and develop your professional skills, through supervision and professional development.
- Participate in Act for Kids Performance Development processes through monthly and annual meetings with the Practice Manager.
- Provide quality, timely reports as required and/or requested.
- Comply with all Act for Kids policies and procedures.
- Maintain confidentiality and privacy in all matters relating to staff, clients, and procedures.
- Fulfil other tasks that your manager/s may reasonably ask you to perform.
- Act as a client/customer focused, values based team member and work collaboratively with other staff to achieve strong results across all activities at Act for Kids.
- Ensure behaviour during all work interactions is aligned to our values of being *professional, ethical, team oriented, caring, courageous* and *collaborative*.

## About you

### **Qualifications**

- A tertiary qualification in Occupational Therapy.
- National registration as an Occupational Therapist is essential and membership of Occupational Therapy Australia is *desirable*.

### **Skills and experience**

- At least two years' experience working with children, young people and their families who have been impacted by trauma or experienced abuse and neglect, or at least two years' experience working in similar roles.
- Experience providing individual and group therapy to children, young people and their families.
- Clinical and therapeutic understanding of the impacts of trauma on child and family functioning.
- Knowledge of current trauma treatment trends and child protection legislation and policy reforms.
- A high level of cultural awareness and experience working with families from different backgrounds, particularly Aboriginal and Torres Strait Islander people.
- Willingness to receive cultural supervision in your work with Aboriginal and Torres Strait Islander children and families.
- Willingness to work as part of a team and to cultivate a strengths-based approach.
- Well-developed communication, problem solving and interpersonal skills.
- High level time management and case load management skills.
- An ability to use electronic case management and reporting tools and experience using Word and Excel.

### **Other requirements**

- Eligibility for a positive Working with Children Check in the applicable state of employment in Australia or exemption based on professional qualifications and registration.
- A current driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility may be requested.