

Position Description

Position Title:	Occupational Therapist
Classification:	Stream D - Direct Service Delivery, Band 2

Purpose of the Role

The Occupational Therapist provides assessment and management services for children and adults. The role works collaboratively with other health professionals and stakeholders and to provide best practise occupational therapy services.

Key Relationships

The Occupational Therapist reports to the Portfolio Manager and is part of a multi-disciplinary team. The role builds and maintain relationships with clients and their families, other service providers and external stakeholders to ensure a collaborative approach to the delivery of allied health services.

Position Responsibilities

Responsibilities for this position include, but are not limited to:

- Deliver person centred, goal directed Occupational Therapy services for children and adults in local and rural communities.
- Contribute to the development, implementation and evaluation of models of Occupational Therapy service delivery, including outreach and telehealth.
- Liaise with and develop ongoing partnerships with clients, their families and other service providers including government and non-government agencies;
- Maintain accurate documentation of service provision and clinical records
- Complete reporting and administrative tasks in a timely manner in line with Policies and Procedures.
- Ensure confidentiality of each client is maintained in accordance with professional guidelines and organisational policies and procedures.
- Contribute to quality assurance activities.
- Compliance with Occupational Therapy Code of Ethics and Code of Professional Conduct and Scope of Practice.
- Participate in the supervision of students undertaking clinical education placements with Marathon Health.
- Actively contribute to the allied health team.
- Travel to rural locations to deliver services.

Other Duties

- Demonstrate and uphold our values at all times.
- Comply with the Work Health and Safety policies and procedures at all times.
- Undertake continuing professional development as required to ensure job skills remain current.
- Attend/participate in out-of-hours meetings and functions as required.
- Participate in staff activities and processes.
- Identify and participate in continuous quality improvement opportunities.
- Actively participate in annual performance planning and review activities.

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- Maintain a working knowledge of all equipment used in the office.
- Other duties as directed from time to time.

Our Values

Staff are expected to demonstrate our **ICARE** values:

- I**ntegrity & Trust
- C**ollaboration & Innovation
- A**chievement & Excellence
- R**espect & Empowerment
- E**mpathy & Understanding

Special Job Requirements

1. National Police Check with a satisfactory outcome and Working With Children Check clearance for paid work
2. NDIS Worker Screening check, qualifications and professional registration as applicable to this role
3. Eligibility to work in Australia
4. Valid Australian Drivers Licence

Note:

This position description is not a duty statement; it is only intended to provide an outline of the key responsibilities of the position. Employees are expected to carry out any duties, within the scope of their ability, that are necessary to fulfil the position objectives.

It is expected that this position description will change over time due to the nature of Marathon Health activities. A flexible attitude to change is expected of staff. Any proposed changes will be discussed with you.

I, the undersigned, agree to be employed under the terms and conditions as detailed in this position description.

Signed _____

Date _____

Print Name _____

Selection Criteria

Essential

- Tertiary qualification in Occupational Therapy and current registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Clinical experience in working with children and adults in a range of models of service provision.
- Commitment to ongoing professional development and clinical supervision
- A commitment to strength based, person centred practice
- A strong customer focus
- Excellent interpersonal and communication skills, including the ability to work in a team environment and autonomously
- Sound computer skills
- Current Drivers Licence and willingness to travel for work purposes.
- Strong time management and organisational skills, completing work in a timely manner.