**Manchester Local Care Organisation**

**Role Profile**

**Occupational Therapist – Learning Disability**

**Level 2, Grade 8**

**Reports to: Occupational Therapy Team Manager,**

**Principal Occupational Therapy Team**

**Job Family: People Care and Support Direct**

**Manchester Local Care Organisation**

Manchester Local Care Organisation (MLCO) has been established by the partner (Manchester City Council, Manchester University NHS Foundation Trust, Greater Manchester Mental Health Service NHS Trust and Manchester Primary Care Partnership) to integrate, plan and manage community health and social care across the City.  By working better together, we are bringing community health and social care services together in our 12 neighbourhoods to form integrated Neighbourhoods Teams (INTs). Our INTs will drive our collaborative approach, developing partnerships and building on existing community assets to facilitate improved delivery specific to each neighbourhood. We will be able to provide improved care closer to home and to support the people of Manchester to live healthier, more independent and fulfilling lives and be part of a thriving and supportive community. Your role is deployed into MLCO by your employer: Manchester City Council.

**Key Role Descriptors:**

The role holder will work to provide direct support for individuals and families in accordance with statutory responsibilities and local and national policies and procedures, effectively identifying cases and/or managing a caseload in order to secure positive outcomes for Manchester residents.

The role holder will lead the effective development of partnership approaches in order to safeguard individuals through the effective management of safeguarding risk and the recording and sharing of information.

The role holder will ensure that through effective advice, planning and support and the utilisation of ‘joined up’ approaches, individuals are able to access services appropriate for their identified needs.

The role holder will support the leadership of the team and service through the provision of advice, mentoring and supervision to colleagues, contributing to the ongoing development of staff, students, apprentice's and trainees.

**Key Role Accountabilities:**

Effectively manage and be accountable for a caseload of high level and often complex cases through advice, guidance and supervision to improve outcomes for individuals and associated parties while ensuring adherence to statutory duties.

Undertake a key role in cooperation with partners and stakeholders to ensure safeguarding processes and procedures are in place to protect individuals. Identify, challenge and develop solutions to any possible safeguarding risks for vulnerable residents of the city.

Work in conjunction with and provide consultation to partner agencies to deliver effective planning to ensure positive outcomes for vulnerable residents of Manchester. This will include representing the City Council at a range of meetings, proceedings and reviews as required.

Engage with stakeholders in the private and public sectors and across local communities to encourage a collaborative and transparent approach that promotes residents' needs across a range of existing and new initiatives.

Actively engage in team and service development including the promotion of innovative and new ideas and techniques to improve service performance and outcomes.

Efficiently prepare and produce high quality documentation and reports and contribute to effective data recording in accordance with statutory accountabilities and timescales to improve outcomes and the safeguarding of individuals.

Proactively establish, develop and maintain relationships with partner agencies and stakeholders to provide individuals with the opportunity to access suitable services which will assist them in achieving their agreed goals.

Roles at this level may be required to manage a range of assigned resources, which may be human, financial or other, to ensure continuous improvement in service delivery. Staff management duties may be either through direct line management of a team (including appraisals, performance management and other duties) or through matrix management of a virtual team of officers.

Personal commitment to continuous self-development and service improvement.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications

**Where the role holder has a disability, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all duties of the job. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.**

**Role portfolio:**

You will be part of the Principal Occupational Therapy Team, working closely day-to-day with Provider Services including the Disability Supported Accommodation Service, Day Services, Short Breaks and Shared Lives. These services provide person-centred support to over 400 individuals with learning disabilities, and/or autism, and/or physical disabilities.

The service’s key objective is to enable people to have choice and control over their lives, maximising the person’s independence through an optimal level of support.

You will build strong relationships and coordinate your work with other services such as Preparation for Adulthood and Transitions, Learning Disability Social Work and Community Health Learning Disability Services.

In 2023, Adult Social Care began an exciting transformation programme for learning disability and autism services. A vital part of this change is developing a new workforce model that includes specialist roles, knowledge and training. This ensures that individuals receive the highest quality care and have the best opportunities to enhance their independence.

You will be integral to the new workforce model by promoting, developing and demonstrating high quality occupational therapy practice to people who access the council’s learning disability and/or autism services, or live within accommodation provided by the council.

You will manage a diverse caseload, including complex and challenging situations that require thorough, holistic, and strengths-based occupational therapy assessments. Your role will involve creating innovative and personalised plans to help individuals achieve their goals and engage in daily activities. This may include assessing and suggesting sensory and environmental adaptations, technology-enabled care solutions, equipment, and promoting safe moving and handling practices.

You will bring a strong practice background, particularly in relation to skills development, sensory processing principles, and manual handling knowledge.

A key element of the role will be supporting, advising and providing guidance to support workers and other Manchester City Council staff. This includes planning, coordinating and delivering training and sharing expert knowledge.

An excellent awareness of safeguarding in line with Manchester policy, including making referrals and participation in safeguarding investigations will be vital. Experience of managing staff is desirable.

**Key Competencies and Technical Requirements**

**Our Manchester Behaviours**

* We are proud and passionate about Manchester
* We take time to listen and understand
* We ‘own it’ and we’re not afraid to try new things
* We work together and trust each other
* We show that we value our differences and treat people fairly

**General Skills**

* **Communication Skills:** Ability to effectively transfer key and complex information to all levels of staff, adapting the style of communication as necessary and ensuring that this information is understood.
* **Planning and Organising Skills:** Demonstrate excellent judgement skills under competing priorities and pressure.
* **Analytical Skills:** Ability to absorb, understand and quickly assimilate complex information and concepts and compare information from a number of different sources.
* **Problem Solving and Decision Making Skills:** Strong decision making skills with the ability to resolve complex issues in a pressurised environment
* **Creative Skills:** Ability to find creative solutions where there are no existing parameters or procedural framework.
* **IT Skills:** Skills to use ICT systems to obtain and analyse data and present it effectively through a variety of ICT channels.

**Technical Requirements (Role Specific)**

* Hold a BSC (Hons) in Occupational Therapy, and at least 2 years experience working as an Occupational Therapist.
* Registered with the Health Care Professionals Council (HCPC).
* Willingness to consent to and apply for an enhanced Disclosure and Barring Service.
* Current driving licence and access to a vehicle.
* Excellent knowledge of Occupational Therapy Models of Practice, including MOHO (model of human occupation)
* Experience and knowledge of delivering assessments and interventions for people with a learning disability and autism.
* Good understanding of relevant legislation related to social care & learning disabilities
* Well-established understanding of equipment, and moving and handling assessments and interventions.
* Strong communication, interpersonal, and organizational skills
* Training in Sensory Integration Level 1, and /or Assessment of Motor and Process Skills, and/or Active Support Desirable