

Position Description

Occupational Therapist

Location:	Adelaide	Reports To:	Integrated Therapy Service Clinical Service Manager
Award:	Social, Community, Home Care and Disability Services Industry Award, Level 6	PD Date:	July 2026

About us

Act for Kids is a prominent provider of prevention, professional therapy and support services for children who have suffered abuse and support for families at risk. With over 30 centres nationally, we have supported thousands of children and their families for more than 30 years. In 2024-2025 we provided services to 37,171 people, including over 21,780 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.
- 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 are committed to working with Aboriginal and Torres Strait Islander peoples to design and deliver services that best strengthen our support to their children, families and communities.
- We are dedicated to creating a culture where physical, psychological, and emotional safety is a priority and to actively embed strong health and safety practices in our everyday work.
- We are committed to diversity, equity and inclusion, creating a workplace where everyone belongs and delivering inclusive, culturally safe and affirming services.

About our values

At Act for Kids our exceptional organisational culture is aligned to our values, which guide how we work and interact. 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 Cultural Humility

Act for Kids is committed to truth-telling and walking alongside Aboriginal and Torres Strait Islander children, families and communities on a journey of healing, self-determination, and hope. We acknowledge our responsibility to lead with respect, authenticity and cultural humility, creating culturally affirming and safe workplaces. We are committed to the recruitment and retention of First Nations team members and provide opportunities for meaningful connection and cultural peer support.

About the position

This position is with our Integrated Therapy Service (Psychology, Speech Pathology, and Occupational Therapy) in Adelaide. As the Occupational Therapist on this team, you will be responsible for delivering evidence-informed intervention, standardised and informal assessments and parent training, to support families and children with delays or difficulties in self-care, motor skills,

play skills and/or emotional and sensory regulation. Equipment prescription and resource recommendations may also be part of your role.

This job is about:

- Providing an outstanding therapeutic service to children, young people and their families.
- Encouraging and strengthening supportive relationships with adult caregivers.
- Enhancing therapeutic and psychosocial outcomes for children and young people impacted by trauma.
- Working with Act for Kids team members, other professionals and agencies to enhance client outcomes.

Key responsibilities

- Identify and work toward client goals and achieve successful case outcomes for children who have experienced complex trauma.
- Complete discipline specific assessments to contribute to therapeutic plans, in collaboration with the integrated therapy team.
- Meeting program output requirements by maintaining a full schedule of client consultations.
- Provide therapeutic support to children and their families using evidence-informed therapies focussed on attachment, emotional and sensory regulation and socio-emotional wellbeing.
- Assess for and organise the prescription of assistive technology and equipment as required, to enable children to participate across all environments.
- Assure Ensure therapeutic strategies are being supported across all environments by developing in home activities and recommending follow up programs.
- Attend stakeholder meetings to ensure strong collaboration occurs for the benefit of clients and share insights about support needs required across their daily environments.
- Regularly attend and participate in therapy reviews and other case discussions as required.
- Maintain up-to-date case notes, therapeutic plan reviews, assessments, administration requirements and outcomes data for all clients, as required by Act for Kids policies and procedures.
- Provide Case Studies for funders and external stakeholders as required.
- Build and maintain partnerships with local community and government agencies.
- Maintain and develop your professional skills, through supervision and professional development.
- Actively work to promote, build and develop occupational therapy services within the Integrated Therapy Service team.
- Participate in Act for Kids Performance Development processes through monthly and annual meetings with the Clinical Service Manager.
- Ensure compliance with all Act for Kids policies and procedures.
- Strong commitment to child safety, including cultural safety, by prioritising the rights, safety and wellbeing of all children in alignment to national and state child safe principles and standards.
- Consistent awareness of child-safeguarding risks and applies established risk-management practices to identify, report and mitigate risks in accordance with organisational policies and legal requirements.
- Ensure compliance with Work Health and Safety legislation, organisational policies and procedures, take reasonable care for own health, safety and wellbeing and that of others, and report hazards, incidents, injuries as soon as practical.
- Actively participate in regular supervision and Individual Development Plan (IDP) process.
- Maintain confidentiality and privacy in all matters relating to team members, 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 team members 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

- Tertiary qualification in Occupational Therapy.
- National registration as an Occupational Therapist with AHPRA is essential.
- Membership of Occupational Therapy Australia is desirable.

Skills and experience

- At least two (2) 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 (2) 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.
- 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.
- 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.
- Current driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility will be requested.

Other information

Applicants are encouraged to apply even if they do not meet every requirement of the role. When assessing applications, the panel will consider performance and achievements in the context of individual circumstances.

We recognise that career paths are not always linear and that personal circumstances, career interruptions or periods of leave may have influenced work history. This means we will focus on the quality and impact of achievements, alongside experience and qualifications (where required), when assessing suitability for the role.

Act for Kids warmly encourages applications from Aboriginal and/or Torres Strait Islander peoples.