

Position title	Senior Occupational Therapist
Reports to	Occupational Therapy Coordinator
Award agreement	Allied Health Professionals (Victorian Community Health Centres) (Multi-Employer) Enterprise Agreement 2022-2026
Classification	AHP1 Grade 3 (year dependant on experience)

About Your Community Health

Your Community Health is a progressive, high quality, independent community health service. It provides a wide range of community-based health and social support services including primary care, allied health, oral health, mental health, harm reduction, social support and health promotion services. Our three comprehensive health centres are located in Darebin, but we are here for everyone in the diverse communities across Melbourne. We work in partnership with our communities and other services using a combination of outreach, home-based and centre-based activities and co-located services.

More information is available at: www.yourch.org.au

Vision	Health and wellbeing for everyone
Purpose	We partner with people and communities to deliver health and wellbeing services and promote equity
Our organisational values	Courage • We are progressive • We are creative and resourceful • We challenge the status quo for the benefit of our communities Empathy • We are caring and inclusive • We celebrate and value diversity • We work collaboratively and respectfully Integrity • We are ethical, honest, reliable and fair • We listen and are accountable to our communities • We earn and build trust Achievement • We are outcomes-focused • We are adaptable and always learning • We continuously improve

Statement of Inclusivity

Your Community Health is committed to providing an inclusive and accessible environment where people and communities of all identities and backgrounds (including but not limited to, ethnicity, faith, socio-economic circumstance, sexual orientation, gender identity, ability, bodies, migration status, age and Aboriginal and Torres Strait Islander descent) are accepted, safe and celebrated. We achieve this through the guidance of our values and principles.

Your Community Health understands the need to ensure that meaningful inclusion is built into the organisational DNA and to create an environment that attracts team members that reflect the communities we serve.

Your Community Health look to actively encourage members applications of the LGBTIQA+, Aboriginal and Torres Strait Islander peoples, Disability, culturally and linguistically diverse communities and those with lived experience in areas in which we work. We work to address barriers in full participation.

About the Occupational Therapy team

The Occupational Therapy team provides high quality, client-centred services for individuals and groups in our community. The team sits within the Allied Health Program. As part of YourCH we are passionate and enthusiastic staff working towards our vision of a health and wellbeing for everyone and creating an environment that is inclusive and representative of the communities in which we serve.

Position Purpose

The Senior Occupational Therapist delivers high-quality, evidence-based services in home and community settings to support clients' independence, safety, and wellbeing. The role contributes to multidisciplinary care, provides clinical leadership within the Occupational Therapy service, and supports the achievement of organisational objectives.

Position Responsibilities

- Demonstrate leadership in the delivery of safe, high-quality, evidence-based occupational therapy services to clients and their carers within a multidisciplinary team, including developing care plans with client-directed goals.
- Actively involve clients in decision-making to build their capacity and support their health and wellbeing.
- Participate in regular professional and clinical supervision and maintain responsibility for ongoing professional development.
- Provide clinical leadership to improve the accessibility, quality and sustainability of occupational therapy services through service development, quality improvement activities, change initiatives, and active contribution to team, organisational and community priorities.
- Work collaboratively by participating in relevant team, discipline and organisational activities.
- Support the recruitment, onboarding and development of Occupational Therapists and Allied Health Assistants (AHAs) in conjunction with the Occupational Therapy Coordinator.
- Provide clinical supervision, mentoring and clinically relevant professional development to support the ongoing development of Allied Health Assistants (AHAs), Occupational Therapists, and students.
- Evaluate service effectiveness, identify opportunities for improvement, and report issues impacting service delivery to the Occupational Therapy Coordinator.
- Assist the Occupational Therapy Coordinator with operational and service coordination responsibilities as required, including responding to complaints, managing referral enquiries, addressing diary and workload issues, and supporting the coordination of the service in the Coordinator's absence.
- Perform other duties consistent with the classification and responsibilities of the role, as directed by the Occupational Therapy Coordinator or Manager.

Position Requirements

Qualifications, Registration and Licenses

- Registered Occupational Therapist with Australian Health Practitioner Regulation Agency (AHPRA)
- Recognised qualification as an Occupational Therapist (OT)
- Eligible for membership of the Occupational Therapy Association of Australia
- Provider registration with State Wide Equipment Program (SWEP) (*desired*)
- Hold and maintain current Australian driver's licence

Skills, Experience and Competencies

- Demonstrated experience in client assessment and intervention to maximise functional independence, safety, and quality of life for diverse client groups in home and community settings.
- Demonstrated experience to prescribe and source assistive technology, including home modifications, and access relevant funding schemes such as the State-wide Equipment Programme (SWEP), NDIS, SAH and CHSP.
- Knowledge and experience applying self-management, health coaching, and motivational interviewing principles in occupational therapy practice.
- Well-developed communication and stakeholder engagement skills, including concise report writing and effective collaboration with internal and external service providers within a multidisciplinary team.
- Proven ability to work autonomously, manage a varied caseload, meet deadlines, and achieve service targets.
- Experience prescribing assistive technology, including home modifications, and securing funding through a broader range of schemes such as National Disability Insurance Scheme (NDIS), Home Care Packages, and State-wide Equipment Programme (SWEP).
- Experience supervising, mentoring, and supporting Occupational Therapists, Allied Health Assistants and Students.
- Advanced skills in client assessment and intervention to support functional independence, safety, and quality of life in home and community settings.
- Demonstrated experience in leadership or project management or clinical education.

Expected behaviours for all YourCH team members and volunteers

- Support the provision of services that are inclusive, safe and high quality.
- Maintain staff, volunteers and client confidentiality at all times.
- Work in partnership with the community, clients and staff to achieve our vision.
- Ensure an inclusive and safe workplace for clients, visitors, volunteers and staff.
- Work in accordance with Your Community Health Policies and Procedures.

General

- Your Community Health requires declarations and personal information relevant to employment. The collection and handling of this information will be consistent with the requirements of the Information Privacy Act 1988.
- The successful applicant is required to provide evidence of eligibility to work in Australia.
- Employment is contingent on a satisfactory Police Records Check, valid Working with Children Check and NDIS Worker Screening check clearance (when required). Where the preferred applicant has lived or worked overseas for a continuous period of 12 months or more within the past 10 years, they are required to provide an international police check for all countries that they have lived in for that period of time.
- Applicants who are not currently employed by Your Community Health are required to complete a Pre-existing Illness/ Injury Declaration Form.

- Management, in consultation with the staff member, reserves the right to modify this position description when required.

Relationship to Performance Development and Review Plan

This position description operates in conjunction with, and forms part of the relevant individual Performance Development Review Plan aligned to the organisational Strategic Plan. An initial performance review will take place six months following commencement of employment and then on an annual basis.

Your Community Health is an equal opportunity employer and encourages individuals of diverse backgrounds including those from the Aboriginal and Torres Strait Islander, Disability, Culturally and Linguistically Diverse and LGBTIQA+ communities to apply.