

## The Cart Shed Bank Occupational Therapist Job Description

---

|                       |                             |
|-----------------------|-----------------------------|
| <b>Post Title:</b>    | Bank Occupational Therapist |
| <b>Salary:</b>        | £14.50/hour (£28,255)       |
| <b>Contract:</b>      | Zero hours contract         |
| <b>Place of Work:</b> | Devereux Wootton            |

---

|                           |  |
|---------------------------|--|
| <b>The Role:</b>          | Bank Occupational Therapist.                             |
| <b>Responsible to:</b>    | Clinical Lead.   |
| <b>Key relationships:</b> | All project staff and wider Cart Shed team.              |
| <b>Requirements:</b>      | Be a qualified, state registered Occupational Therapist. |

**Objectives:** To offer clinical cover to TCS in the event that permanent staff are off. To work as part of the wider team to create a safe, supportive, non-judgemental environment where participants can undertake woodland activities in an outdoor environment and learn how to self-manage their wellbeing. To provide clinical expertise in relation to the assessment and intervention provided to participants. To participate in the evaluation and development of the service.

### Main duties:

1. Undertake initial assessment of participants to determine their suitability for provision.
2. Support participants to engage in a range of therapeutic activities across a range of different funding streams.
3. Work with participants to explore what they would like to gain from attending and support them to set SMART goals to achieve this.
4. Work alongside other members of the team to set up the day for delivery of sessions.
5. Participate in daily handovers with other members of the team.
6. Signpost to, refer to, and liaise with external providers/services, as well as family members, as appropriate to support participants.
7. Monitor and evaluate participant progress and adapt therapeutic interventions accordingly.
8. Offer therapeutic and wellbeing interventions in line with the values and ethos of the service and the resources available.
9. Support participants in mental health crisis.
10. Maintain up-to-date and comprehensive clinical records, as well as data and records required by different funders
11. Participate in all mandatory training.
12. Be a student educator, or participate in the education of students on placement at TCS.
13. Be aware of safeguarding issues and adhere to the policy. Report any concerns to the designated Safeguarding Lead (CEO).
14. Be aware of all Risk Assessments (participants, staff, site environment) for project activities and raise Health & Safety concerns where appropriate.
15. Complete Incident Reports as required.

16. Undertake other tasks as required to ensure the safe and smooth running of The Cart Shed.

- **Confidentiality:**

Confidential information concerning the company, its clients and its Trustees must remain as such at all times, both during and after the period of employment.

- **Reimbursement of expenses:**

Expenses may be reimbursed, such as mileage and stationary, upon presentation of claim form and receipts by 7<sup>th</sup> of the month following that in which expenses occurred. Failure to submit expenses form by this date will mean expenses are forfeit.

- **Termination Notice:**

N/A