

Person Specification

Job Title: Team Leader Occupational Therapy

Division/Department: Clinical Support/Therapy Services

Band: 7

| Criteria | Essential | Desirable | Stage Measured at A – application I – Interview T – Test |
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| Commitment to Trust Values and Behaviours | <ul style="list-style-type: none"> Must be able to demonstrate behaviours consistent with the Trust’s “We are here for you” behavioural standards | | Interview |

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| Training & Qualifications | <ul style="list-style-type: none"> • BSc Hons (or equivalent) Occupational Therapy • HCPC registration. • Requires specialist knowledge for area of responsibility. • Recognised post-graduate training relevant to specialty (eg either obtained MSc or completed modules • Evidence of maintaining professional competence through CPD. • Clinical Educators Course – relevant course to train/supervise students in own profession | <p>First line management course e.g. BELS</p> <p>Full membership of professional body</p> <p>Member of specialist interest group</p> | A – for all points |
| Experience | <ul style="list-style-type: none"> • Significant post graduate experience, including a wide variety of rotations and experiences at Band 6 in relevant specialty. • Experience of management of performance and sickness of staff and participation in recruitment of new staff to maximize workforce potential. • Experience in evaluation of evidence based practice, audit, service development and benchmarking • Experience in use of appropriate outcome measures • Awareness legislation relating to health and safety, litigation and Data protection. | Band 7 experience in relevant specialty | A – for all points |
| Communication and relationship skills | <ul style="list-style-type: none"> • Excellent verbal, non-verbal and written communication skills including explaining, negotiating, motivating and training • Participation and leading /organising in-service training programmes • Present to groups of up to 25. • Ability to build and maintain effective | Experience of running courses. | A and I |

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| | <p>relationships with the multidisciplinary team, patients and carers</p> <ul style="list-style-type: none"> • Demonstrate leadership ability. • Able to communication complex condition related information to patients, relatives/carers and other clinical/social care staff where there may be barriers to understanding e.g. language barriers, speech, cognitive problems • To feedback constructive criticism with tact and diplomacy in performance management of staff. • Able to maintain accurate and comprehensive treatment records in line with the trust policy and departmental procedures | | |
| Analytical and Judgement skills | <ul style="list-style-type: none"> • Ability to assess complex information, formulate a diagnosis and plan patient management using clinical reasoning skills and a range of treatment options. • Ability to solve problems within the team and make decisions where there are a range of options including clinical and strategic issues • Assess and manage risk in own area. • Evaluation of clinical and non-clinical interventions of self and your team • Ability to collate information to identify trends and inform service development e.g. use of spreadsheets, computer generated workload stats. • Ability to prepare annual review of specialty service. | | A and I |

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| Planning and organisation skills | <ul style="list-style-type: none"> • Ability to organise and prioritise workload of your self and your team, including daily tasks and longer term planning despite interruptions and changing priorities • Effective delegation and time management skills. | Ability to plan and contribute to the service delivery up to a year ahead and with the multidisciplinary team in own clinical area using available resources. | A and I |
| Physical skills | <ul style="list-style-type: none"> • Evidence of appropriate and relevant manual therapy skills to maximise rehabilitation and health outcomes • Basic keyboard skills including the inputting of data. • Ability to use a range of medical devices, some of which require dexterity and accuracy | | A and I |
| Other requirements specific to the role (e.g. be able to drive or work shifts | <ul style="list-style-type: none"> • Undertake out of hours duties as required. • Able to travel to required areas within and beyond the Trust | | A and I |

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