

Job Description

Job Title: Senior Rehabilitation Worker

POSCODE: 333004897

Grade: P1

Overall purpose of the job

Please write one or two sentences about why the job exists. Focus on the achievement of the key end results of the job.

Prevention & Early Intervention is about helping people to remain independent living in their communities, providing information and support to enable them to do things for themselves rather than having things done for them. Sensory Services are a specialist team including qualified Visual Impairment Rehabilitation Workers who have specialist knowledge in all aspects of; sight loss/blindness, hard of hearing/deafness and dual sensory loss/deaf blindness. The team provide information, advice and practical rehabilitation to improve wellbeing of its service users. With the aim to provide greater independence, improved wellbeing, improve confidence, delay and reduce the need for funded support, prevent falls, accidents and hospital admission and support informal carers.

Responsible for the day-to-day management and support of the Sensory service to meet the needs of the people who require early intervention. Working collaboratively with colleagues across the health, social care and voluntary sectors to develop procedures and processes and systems and manage staff that will ensure effective and efficient service delivery, ensuring compliance with legislation and Cambridgeshire County Council (CCC), policies and procedures.

Main accountabilities

Please list the accountabilities in descending order of priority. Please include 6-9 accountabilities.

Main accountabilities	
1.	<p>To carry a complex caseload and undertake assessments of service users and carers needs, providing Rehabilitation assessments of their living environment and needs in order to identify and agree rehabilitation solutions that will enable people to live as independently as possible in the home of their choice. Providing ongoing support and referrals as required.</p> <p>To work with a wide range of service users; older people, people with physical disabilities, learning difficulties, sensory impairments and mental health problems. Manage the day-to-day relationships with service users, carers, partners and third sector organisations to ensure quality and cost-effective services that have the ability to continually improve in line with agreed needs, budgets, policies, legislation, and targets. Work to improve links with minority and hard to reach groups.</p>

2.	<p>Lead, manage and empower Sensory Services using a person-centred approach where dignity and respect are paramount, whilst ensuring a high quality, professional, safe and excellent service is provided, and high standards are maintained.</p> <p>Lead support of qualified rehabilitation workers and alternatively qualified rehab assistants in the team in assessing and reviewing the needs of service users and carers, ensuring personalised, strengths-based risk assessment and outcome focused plans that deliver a high-quality service. Deputise for team manager as required.</p> <p>Managing a “front door” duty function of receiving referrals, screening and prioritising them through risk and need, gathering supplementary information, managing allocations for immediate action or waiting list. Ensuring waiting lists are managed, needs met appropriately and reports and recording are accurate and timely. Provide advice to professional colleagues on the management of their service users with regard to sensory needs and solutions.</p>
3.	<p>Promote good practice and a positive working culture, ensuring that systems are maintained and developed. compliance with legislation, management oversight of audits, risk assessment, review, and to promote the independence and skills of the people we support. Ensure ongoing development of the team and role.</p>
4.	<p>Lead, manage, recruit, develop, and appraise staff, and volunteers, to maintain a responsive, skilled, well trained and effective team, leading those staff through the changing focus of service delivery. Ensure that recruitment and selection of staff is undertaken in line with CCC policy and safer employment and recruitment and legislative standards. Manage and facilitate access to training opportunities, ensuring that staff have the appropriate skills to perform tasks at high standards, and manage and address all concerns regarding performance, discipline and attendance.</p> <p>Support and supervision VI rehabilitation students on placement to ensure development of skills and practise through appropriate experiences.</p>
5.	<p>Maintain and update knowledge around policy and national agenda and changes within Sensory services and rehabilitation as well as changes to equipment, reviewing stock lists, undertaking research where appropriate. Lead and support Services Huddles, practise groups and training for both internal and external partners.</p>
6.	<p>Realising and identifying potential efficiency savings/gains within teams, taking action to ensure these are realised, and reporting performances to Team Manager and so enabling effective management of the overall budget for all Prevention & Intervention services.</p>
7.	<p>Work effectively as part of a multi-disciplinary team and partners, including those within Prevention and Early Intervention, health and social care sectors and voluntary agencies. To ensure open dialog and feedback channels for concerns, ensuring processes and procedures are effective and in place. Attend appropriate meetings with partners, representing the service to ensure support of policy and ongoing developments. With the purpose of enabling people to live in their own homes safely and maximising their independence through the correct use of Sensory Services.</p>
8.	<p>To demonstrate awareness/understanding of equal opportunities and other people’s behavioural, physical, social and welfare needs.</p>

Safeguarding commitment *(Include for roles involving work with children/vulnerable adults)*

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job - overseas equivalents will be recognised.

(Please note for some roles you may be required to register with a professional body e.g. Social Work England that have specific rules in relation to overseas qualifications).

Qualifications Required	Subject	Essential/ Desirable
Diploma/Degree Rehabilitation Studies and/or Habilitation	Visual Impairment	E
Cert/Dip Rehabilitation and/or Habilitation Studies	Visual Impairment	D
Evidence of ability to study, and work toward further qualification		D

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
Knowledge		
Health and social care policy & practice	Sound knowledge base that demonstrates an understanding of how people's health & social care needs can be met through the provision of rehabilitation and its role in meeting the requirements of The Care Act 2014.	E
Sensory Loss	Good knowledge of developments and trends within health & social care, in relation to Sensory loss. Understanding of the difficulties experienced by people with visual and dual sensory loss Knowledge of preparation for adulthood and legislation in relation to transition from childhood to adulthood.	E E D
Professional Knowledge, awareness, understanding and best practice	Knowledge and understanding of health & social care practice, including safeguarding requirements. Evidence of continuing professional development.	E
Whole Systems and partnership working	Experience of successful multidisciplinary and interagency working. Experience of	E

	<p>successful collaboration and engagement with third sector organisations.</p> <p>Ability to support development of services and sector.</p>	
Skills and Experience		
General Management	<p>High level skills in communication both verbal and written and active listening.</p> <p>Ability to make cost effective use of available resources taking responsibility for results.</p> <p>Financial management and budgetary control knowledge and skill.</p> <p>Experience and/or understanding of line management role and responsibilities.</p>	<p>E</p> <p>E</p> <p>D</p> <p>D</p>
Leadership	<p>Ability to develop and motivate colleagues and partners in relation to multidisciplinary service delivery.</p> <p>Taking personal responsibility for making things happen and achieving desired results.</p> <p>Ability to be assertive with staff, partners and others to deliver positive outcomes for service users.</p> <p>Ability to Chair meetings and present with impact.</p>	<p>E</p> <p>E</p> <p>E</p> <p>D</p>
Decision Making	<p>Ability to challenge others constructively and to make informed decisions that, if challenged, can be substantiated.</p> <p>Ability to prioritise issues and cases on the basis of risk.</p>	<p>E</p> <p>E</p>
Communication and presentation	<p>Effective written and oral communication skills including strong interpersonal skills in groups, teams and on a 1:1 basis. Confident in use and learning of technology systems.</p> <p>Ability to communicate at different levels across different agencies, services and groups.</p> <p>Teaching and presentation skills in order to plan and oversee the delivery of training.</p>	<p>E</p> <p>D</p>

		D
Quality Assurance	Experience of undertaking a range of governance activities to provide assurance on service quality	D
IT Skills	Be proficient in the use of IT including Microsoft Office applications as well as an ability to work using a variety of systems, devices and databases.	E
Assessment Skills	Ability to write concise reports and have excellent verbal communication skills. To create a rapport and build relationships with clients and their families.	E
Equal opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	
Safeguarding (<i>include for roles working with children/vulnerable adults</i>)	Demonstrate an understanding of the safe working practices that apply to this role.	
	Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	

Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced	Enhanced with barred list checks

