

Position title	Occupational Therapist		
Position holder	Vacant		
Program	Allied Health Program		
Funded by	Fee for service		
Based at location	Stawell or Horsham		
Reports to	<ul style="list-style-type: none"> • Program Leader Healthy Communities • Manager Community & Capacity • General Manager Systems & Engagement • Chief Executive Officer 		
Direct reports	None		
Award	Health Professionals and Support Services Award 2020		
Classification	Health Professional Employee Level 2 – Pay Point 2 to Level 4 – Pay Point 2		
Hourly rate	\$36.22 to \$52.72	Annual	\$42,942 to \$62,505
Status	Part time 0.6 FTE		
Hours per week	22.8		
PD last updated and approved by CEO	March 2024		

Position summary

The Occupational Therapist will provide occupational therapy to home care clients, NDIS clients and others in the community to maximise their independence and wellbeing.

A professional development incentive is available in addition to superannuation and generous salary packaging.

This position requires travel between GCH work sites with outreach to the communities serviced by GCH.

Private practice in addition this position is welcome.

Key responsibilities

1. Deliver safe, quality, evidence based occupational therapy practice models to clients in the community.
2. Design and implement a timetable of programs to support the health and wellbeing of clients.
3. Manage and prioritise an appropriate case load.
4. Advocate and actively seek supports for clients.
5. Work independently, managing and coordinating own caseload.
6. Maintain up to date client records and complete statistical data and other information requirements in a timely and accurate manner.
7. Provide supervision and support to students as required.
8. Other duties commensurate with current skills and experience as agreed with the Program Leader, Manager, General Manager or the Chief Executive Officer.

Key selection criteria

Qualifications

- Bachelor of Applied Science in Occupational Therapy and full registration with AHPRA.

Mandatory

- Demonstrated experience of current occupational therapy practices and outcomes.

Desirable

- Proven ability to liaise with a variety of service providers, professionals and clients.
- Experience in group development and facilitation.
- Role specific skills, experience or understanding required.

Demonstrated skills and experience

- Demonstrated attention to detail with well-developed administrative and organisational skills to effectively manage high volumes of work and determine priorities, meet targets and deadlines.
- Ability to maintain confidentiality at all times.
- Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.
- High level verbal and written communication skills that enable effective and appropriate communication with a broad range of people at all levels.
- Demonstrated ability to contribute to positive workplace culture and practices.

Licences and registrations

- Current Victorian driver licence
- Current National police check (less than 3 months old)
- Current Employee Working with Children Check
- NDIS Worker Screening Check

Personal attributes

- Empowering
 - Professional
 - Inclusive
 - Compassionate
 - Courageous
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Conditions of employment

This position is ongoing and is subject to:

- Successful completion of a six-month probationary period

And requires the following checks:

- Satisfactory police check
- Employee Working with Children Check
- NDIS Worker Screening Check

Note: Checks must be obtained and provided prior to commencement as a condition of employment at Grampians Community Health. Where check results are unsatisfactory in relation to the role to be carried out, the offer of employment will be withdrawn.

Required training

- Sentient online learning management system courses as required.
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Employee acceptance of position:

Employee signature

Vacant

Date