



Autism Queensland is a not-for-profit organisation with a vision for a life of participation, opportunity and choice for people on the autism spectrum.

Position Description

Occupational Therapist

Team	AQ Cairns
Location	Cairns
Manager	Team Leader AQ Cairns
Classification	Professional – <i>Autism Queensland Limited Employee Agreement</i>
Employment Status	Permanent Full-time or Part-time

Purpose

The purpose of this position as Occupational Therapist is to provide professional intervention services, contributing as a member of a trans-disciplinary team to supporting individuals on the autism spectrum.

Responsibilities

- In collaboration with all other relevant team members, design and implement programs and strategies to address the needs of individuals on the autism spectrum
- Deliver – through both centre-based and outreach services – group and individual intervention programs which are responsive to the needs of each individual, their family and relevant educational setting
- Establish and maintain effective collaborative relationships with all stakeholders to ensure their participation in planning, decision making and reporting
- Lead and participate in meetings with relevant staff members and parents to discuss current concerns and collaboratively identify specific strategies for individual children
- Prepare, facilitate and maintain assessment, observation and progress reports as required
- Facilitate the collaborative preparation of trans-disciplinary Behavioural Support & Individual Support Plans
- Lead, coach, supervise and provide effective performance management of Program Assistants as relevant
- Provide training and information in areas of professional expertise for internal and external stakeholders

Key Performance Indicators

- Development and delivery of appropriate individualised programs for all individuals in caseload
- Demonstrated trans-disciplinary, evidence-based practice
- Demonstrated understanding of and commitment to AQ program delivery model

- Evidence of appropriate data collection and completion of reports, ISPs and other documentation as required
- Professional communication and information-sharing with parents / carers
- Attendance at and participation in all required staff meetings
- Participation in ongoing professional development activities and discipline-specific networking
- Provision and documentation of regular supervision and ongoing development of direct reports
- Billing of minimum five hours per full-time work-day to direct client service provision, averaged over a period of 2-4 weeks
- Compliance with Autism Queensland Quality Assurance (AQQA) including Workplace Health & Safety policies and procedures

Essential Criteria

- Tertiary qualifications in Occupational Therapy
- Demonstrated understanding of contemporary methodologies in the provision of intervention services to children, and services for adults on the autism spectrum or with disabilities
- Proven knowledge of child development, behaviour and learning across lifespan
- Demonstrated understanding of the design and implementation of group and individual educational and/or therapy programs responsive to the individual needs of individuals and their families
- Demonstrated ability to work effectively with families and professionals in addressing the special needs of clients on the autism spectrum or with disabilities
- Demonstrated ability to work collaboratively within a trans-disciplinary team
- Demonstrated ability to communicate effectively with parents, professionals and other stakeholders, both verbally and in writing

Highly-Regarded

- Tertiary qualifications in Disability, Autism or Special Education
- Demonstrated ability in presenting training and education programs to parents and professionals

Special Conditions & Requirements

- Current registration with Australian Health Practitioner Regulation Agency (AHPRA)
- Intrastate travel and some out of normal hours' work
- Retention of a current Driver's License
- May be required to use own vehicle for work purposes when an AQ pool vehicle is not available
- It is the responsibility of the employee to hold a current, recognized Provide First Aid qualification
- It is the responsibility of the employee to hold and maintain at their own expense, a current Criminal History Screening Card/s or relevant Exemption Card
- Certificate of Completion in NDIS Worker Orientation Module "Quality Safety and You"

Position Description Reviewed: August 2019