

**CORLANN SOUTH EAST
Qualifications and Particulars of Employment**

**PERMANENT FULL-TIME SENIOR OCCUPATIONAL THERAPIST (OCCUPATIONAL
THERAPIST, SENIOR GRADE) Waterford Services**

YOUNG ADULT THERAPIES TEAM (YAT)

1. Tenure of Employment

This post is permanent full-time working 70 hours per fortnight. Compulsory retirement age is 70 years.

2. Qualifications and Experience

The successful candidate must:

- Be registered, or be eligible for registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU.
- Candidates must maintain annual registration on the Occupational Therapists Register maintained by the Occupational Therapists Registration Board at CORU and must confirm annual registration to Corlann
- Candidates must have the requisite knowledge and ability (including a high standard of suitability and professional ability) for the proper discharge of the duties of the office.
- Have three years full-time (or an aggregate of three years) post qualification. Clinical experience working with individuals with intellectual and/or physical disabilities, mental health conditions or sensory processing impairments is essential.
- Have experience working as part of a multidisciplinary team.
- Have excellent clinical Occupational Therapy knowledge and skills of relevance to working with adults with intellectual disabilities particularly in the areas of the assessment and prescription of equipment; specialist seating/posture management; pressure care management; environmental assessments and interventions; and assessment and treatment of sensory processing needs.
- Experience supervising Occupational Therapy staff grades, OT assistants and/or students is desirable.

3. Remuneration

Salary Scale: Occupational Therapist, Senior Grade

**€65,197, €66,587, €68,021, €69,442, €70,864, €72,358, €73,935, €75,506,
€76,767**

*** Successful candidates are required to submit all documentary evidence outlining any relevant experience within 3 months of starting date. Failure to do so will mean that only incremental credit due now will only be paid from date of submission of documents.**

All new entrants to the Public Service will start at the first point of this scale.

4. The hours of work will be 70 hours per fortnight worked over a roster agreed with Line Manager. Corlann's model of service is based on Personal Outcome Measures requiring employees' to be flexible in their working hours to provide a quality services delivery for each individual.

5. Starting and finishing times will be notified to, and agreed with, the appointee from time to time by the line Manager.
6. **Health**
The successful candidate must be free from any condition, which would render him/her unsuitable to hold the appointment, and must be in a state of health as would indicate a reasonable prospect of ability to render regular and efficient service. To satisfy this qualification, the successful candidate will be required to undergo a medical examination by the Occupational Health Nurse/Physician. The candidate will be liable for the cost of the medical examination.
7. **Duties**
The general duties of the appointment are as described in the attached Job Description.
8. **Driving Licence:**
Possession of a full clean driving licence which qualifies you to drive on Irish roads with means of transport is essential. The person appointed will be required to provide their own transport during the duration of employment and will be paid travel expenses at the appropriate rates in respect of travel necessarily performed in the discharge or his/her duties. The base for this purpose will be the location to which the appointee is assigned.
9. **Garda E-Vetting / Police Clearance:**
Garda E-Vetting is a requirement for employment in Corlann. Police Clearance is also required for candidates who have lived abroad for over six months.
10. A short list of candidates to attend before the Selection Board will be prepared by the selection Board from an examination of statements of qualifications furnished by the candidates.
11. The Line Manager will notify the successful candidate of the mandatory/compulsory courses/training which employees are obliged to attend. Mandatory training, for example, manual handling, health and safety courses etc., form part of the conditions of employment along with the Organisation's statutory obligation.
12. **Note re Canvassing**
Any attempt by candidates themselves or by any person(s) acting at their instigation directly or indirectly, by means of written communication or otherwise to canvass or otherwise influence in the candidate's favour any member of the staff of Corlann or person nominated to interview or examine applicants, will automatically disqualify the candidates for the position they are seeking.

Enquiries can be made to Stacey Coonan, Regional Services Manager, South Tipperary Services on 062 85050 or by email to Stacey.Coonan@corlann.ie

**Closing Date for receipt of completed Applications Forms/CV's on-line is
Monday 10th August 2026**

**Shortlisting of candidates is on the basis of the information contained in their
application form & CV**

CORLANN SOUTH EAST

Job Description

Title: **PERMANENT FULL-TIME SENIOR OCCUPATIONAL THERAPIST (Occupational Therapist, Senior Grade) (YAT) Waterford Services**

Reports to: **Assigned line manager or such other authorised person as the Employing Authority may designate.** The post holder will also hold a reporting relationship with the Young Adult Therapy (YAT) Team in the South East region.

Accountable to: **Director of Services, Corlann South East**

Vision: 'Working together to seek to create supports & to shape communities where the people we support are valued & equal citizens'

ETHOS

The core values of our services have always been the dignity and humanity of each person. How these are expressed has evolved over time with our greater understanding of the rights of all people with a disability, with the changing hopes and expectations of the individuals and families with whom we work, and with the growing expertise of all associated with our services.

JOB SUMMARY

To provide a range of Occupational Therapy services to young adults who present with complex developmental disability related needs, who have recently finished second level education, and who have been referred through the YAT service. This aspires to be a post involving an interdisciplinary framework with person centred practices as per the Progressing Disability Services Model, with a function also being to provide support to families and other relevant supporters as required.

The therapist will support the young person where they need support. This may be at home, in their day service, or in their community. Intervention may include problem-solving with the staff team, family support, supporting staff training, or more therapeutic support with the young person themselves.

DUTIES

Working under the direction of Corlann and in partnership with Young Adult Therapy (YAT) Services colleagues in the region as a member of the interdisciplinary team, the post holder will:

Advocacy and Rights

1. Uphold and respect the human, legal and constitutional rights of individuals supported by Corlann and other agencies in the region, recognising their uniqueness and equality, and enabling and supporting them to grow and develop, thereby achieving the highest possible level of personal autonomy;
2. Ensure that individuals supported by the services are facilitated and encouraged to develop their choice and decision making skills;

Professional/Clinical Practice

3. Provide high-quality Occupational Therapy (OT) assessment and intervention to young adults referred through the YAT service.
4. Manage a complex clinical caseload of young adults with intellectual disabilities.
5. Deliver OT services within a holistic, multidisciplinary and person-centred model.
6. Work collaboratively with multidisciplinary colleagues, families, carers and frontline staff.
7. Use appropriate assessment tools to identify needs across self-care, productivity and leisure.
8. Provide interventions including therapy, programmes, equipment prescription and environmental modification.
9. Use clinical reasoning and evidence-based practice to guide interventions.
10. Develop and deliver sensory integration related resources and training.
11. Monitor, evaluate and report on OT practice and outcomes
12. Be Responsible for supervision of Occupational Therapy staff and students as required.
13. Take responsibility for policy development within the clinical area and the development of services.
14. Inform the line and operational management of any issues arising.
15. Promote quality by reviewing and evaluating the Occupational Therapy service regularly, identifying changing needs and opportunities to improve services, in collaboration with relevant others
16. Develop and implement service / business plans, quality initiatives, audits etc. and report on outcomes
17. Produce annual / quarterly / monthly statistics on workload as requested through the line management system
18. Oversee the upkeep of accurate records in line with best clinical governance, organisational requirements, the Freedom of Information Act, General Data Protection Regulation (2018) and render reports and other information / statistics as required
19. Represent the department / team at meetings and conferences as appropriate
20. Promote good team working, and a culture that values diversity
21. Participate in the management of Occupational Therapy resources
22. Be responsible for the co-ordination and delivery of a quality service in line with best practice and professional standards, using clear clinical reasoning and a strong evidence base to guide practice.
23. Provide comprehensive O.T assessment and intervention which includes assessment and consideration of an individual's sensory profile, preferences and needs and programme planning, monitoring, consultation and/or onward referral services, as appropriate for young adults referred
24. Use the O.T process to assess needs, plan, grade, implement and modify effective interventions to achieve optimum independence and participation within daily routines, enhance quality of life and maximise integration within the local community. Interventions may include individual and group interventions, consultative work, programme provision, equipment prescription and environmental modifications.
25. Use appropriate assessment tools and processes to identify occupational and functional needs in areas of daily living including self-care, productivity and leisure.
26. Work collaboratively with individuals, their family, multi-disciplinary services, frontline staff and other relevant stakeholders in setting meaningful goals to enhance engagement and participation in activities of daily living and measuring outcomes.
27. Effectively communicate with people supported, family members, multi-disciplinary colleagues, carers and relevant staff involved in service provision to promote understanding and follow-through of therapy recommendations.

28. Write accurate, clear, contemporaneous records in accordance with legal and professional requirements, and Service policy.
29. Operate within the scope of O.T practice as per CORU requirements and in accordance with local guidelines.

Administrative/Organisational:

30. Be responsible for the co-ordination and delivery of service in designated area(s) within the remit of the role.
31. Be responsible for evaluating and reporting on therapy outcomes using evidence-based evaluation tools and clinical outcome measures.
32. Produce annual / quarterly / monthly statistics on workload as requested through the line management system and project governance structure.
33. Oversee the upkeep of accurate records in line with best clinical governance, organisational requirements, the Freedom of Information Act, General Data Protection Regulation (2018) and render reports and other information / statistics as required
34. Participate in the management of O.T equipment resources in conjunction with the Line Manager
35. Attend and participate in department/team meetings as relevant and appropriate to this post
36. Comply with all current legislation, policies and procedures of the Corlann and become involved in policy and procedure development in the service

Education and Training

37. Identify training needs and undertake training for the purpose of continued professional development in agreement with the line manager.
38. Participate in mandatory training programmes
39. Participate in continuing professional development including in-service training, attending and presenting at conferences / courses relevant to practice, contributing to research etc. as agreed through the line management system.
40. Organise relevant training and teaching programmes for parents, staff, and people supported, multidisciplinary team colleagues and students as required within the remit of the post.
41. Engage in regular supervision with Line Manager or other designated persons or in peer supervision with other Senior O.T(s); and participate in performance review.

Quality, Health & Safety and Risk:

42. Promote a safe working environment in accordance with Health and Safety legislation and, in particular, to comply with employees' obligations as set out in the Safety, Health and Welfare at Work Act 2005.
43. Be aware of and implement agreed policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards.
44. Report all accidents to staff or people supported promptly to the relevant manager and/or Director of Services
45. Be aware of and become familiar with fire drill procedures i.e. fire detection, evacuation and firefighting.
46. Actively participate in risk management issues, identify risks and take responsibility for appropriate action.
47. Report any adverse incidents in accordance with organisational guidelines.

Flexibility

In order to respond appropriately to individuals supported by Corlann all employees are required to have a high level of flexibility and a willingness and ability to develop new approaches to their work. Duties, responsibilities and rosters of work of any post in the Services are likely to change to enable us be person focused and therefore employees will be required to carry out such other duties appropriate to their employment as may be assigned to him/her.

Confidentiality

In the course of the employment the appointee may have access to, or hear information concerning the medical or personal affairs of individuals supported and/or their family members, staff members, or other health service business. Such records and information are strictly confidential and, unless acting on the instructions of an authorised officer, on no account must information concerning individuals, staff, or other health service business be divulged or discussed except in the performance of normal duty. Breach of the confidentiality can lead to disciplinary action. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required

The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.

Corlann is an equal opportunities employer

PERSON SPECIFICATION
PERMANENT FULL-TIME SENIOR OCCUPATIONAL THERAPIST (Occupational Therapist, Senior Grade)

Education & Training	
Essential • Hold an Occupational therapy qualification recognised by the Occupational Therapy Registration Board at CORU • Be registered on the Occupational Therapists Register	Desirable • Relevant post graduate education and/or CPD accredited courses in Sensory Integration
Experience	
Essential • Three years full time (or an aggregate of three years full time) post qualification clinical experience • At least a year of which included providing Occupational Therapy (O.T) assessments and interventions for individuals with Intellectual disability, Autism and complex needs • Excellent clinical O.T. knowledge and skills of relevance to working with adults with Intellectual Disabilities, many of whom have additional difficulties e.g. physical and sensory disabilities, Autism &/or mental health problems. • Experience of reporting on the effectiveness of interventions, using evaluation tools and therapy outcomes measures. • Possess the requisite clinical and administrative capacity to fulfil the functions of the role.	Desirable • Experience working with other multi-disciplinary professionals to address poor engagement and sensory regulation issues for people with Intellectual Disabilities. • Experience of implementing sensory interventions that aim to facilitate occupational performance by adapting tasks, &/or the environment &/or improving the person's capacity for self-regulation. • Experience of using sensory assessment tools, as part of a comprehensive O.T assessment, which considers sensory issues in the context of the person's occupational performance within relevant environments.
Knowledge	
Essential • Awareness of current policy and development regarding intellectual disability • Excellent knowledge of Health & Safety responsibility. • Understanding of Bothers of Charity Services Ethos.	Desirable
Competencies/Skills	
Essential • Ability to develop good working relationships and partnerships with a range of individuals/agencies/multidisciplinary teams • Ability to prioritise and delegate • Flexible, creative approach to service provision. • Competent report writer/record keeper. • Presentation/training/teaching/coaching skills. • Excellent computer skills including Excel	Desirable • The establishment and maintenance of best practice in service • Competency in applying theory, knowledge and skills of Occupational Therapy using evidence based interventions to support adults with disabilities and complex needs. • Flexibility and an openness to change are required.

• Have strong team working skills • Ability to communicate clearly, competently and professionally • Have excellent time management skills and the ability to work in a self-directed manner	
Other Requirements	
<u>Essential</u>	<u>Desirable</u>
• Each candidate must work in accordance with best practice per Code of Professional Conduct and Ethics for Occupational Therapists as developed by CORU. • Each candidate must maintain and further develop their professional competencies via continuous professional development and strive for excellence in their work practices. • Confident, calm, self motivated, committed, enthusiastic, positive, participative management style • Welcoming of change and committed to encouraging continuous improvement and learning • Ability to accept delegated responsibility, make sound judgements and accurately decide when to pass issues on • A full clean driving licence and use of a car is an essential requirement of this post.	