



Job Description and Person Specification

Job Title:	Senior Occupational Therapist	Reporting To:	National Service Manager
Date:	July 2026	Location:	Nation wide

Summary

Acquired Brain Injury Ireland (ABI Ireland) is the country's leading provider of community-based neuro-rehabilitation services for people living with an acquired brain injury. Each year we support hundreds of individuals and families, working across Ireland to deliver specialist rehabilitation, influence policy, and raise awareness of brain health. Our mission is to passionately serve and empower people impacted by brain injury through personalised rehabilitation and relentless advocacy. Every day we work with survivors of brain injury in their homes and communities, in our Clubhouses and residencies, helping them to work towards achieving their personal goals and maximising their independence.

The role of the Senior Occupational Therapist carries responsibility for the delivery of therapeutic interventions and strategies to clients in accordance with their agreed rehabilitation programmes and to work as part of the interdisciplinary team in the development and delivery of ABI services. He/she as part of the team will take the lead on the holistic and functional assessments of adults with Acquired Brain Injury (ABI) so as to support them to live valued lives in the community. As part of the team will play a pivotal role in the development of person served Individual Rehabilitation Plans and Programmes. Education and Training provision for staff and clients and advice on appropriate equipment will be part of the role of the Senior OT.

Key Duties and Responsibilities

Duties:

- To be actively involved with the team in the assessment of client need and the formulation, implementation and review of PDP's/Rehabilitation programmes.
- To work with colleagues / team in identifying and implementing appropriate interventions to meet person served needs
- To work with clients on an individual or group basis as appropriate towards developing Independent Living Skills at home and in the community.
- Write reports and attend interdisciplinary case meetings within Acquired Brain Injury Ireland together with the HSE.

- Maintain Continued Professional Development (CPD) standards in conjunction with Health Professions Council (HPC).
- Assist clients in returning to drive.
- Assist clients in exploring vocational options and/or returning to employment.
- Assist client/family in identifying suitable housing or accommodation together with environmental needs or adaptations.
- Provide training and support to the Rehabilitation Assistants and other personnel.
- Provide supervision and oversight to OTs and/or OT student placements
- Provide educational and group sessions for clients on ABI as appropriate.
- Where possible advise and support clients on suitable small equipment, seating etc. and develop links with the HSE OT dept for referral of appropriate clients.
- Undertake research and evaluation of programmes as appropriate.
- Set standards for staff practice in daily routine.
- Keep abreast of the international best practice guidelines, trends, and developments in ABI to ensure continuing competence in the role
- As part of the team, ensure that appropriate records and reports are maintained.
- Ensure quality standards laid out by CARF are upheld and maintained
- Uphold the Mission, Vision and Values of Acquired Brain Injury Ireland.
- Be willing to and able to drive any vehicle that may be attached to the Service to maximise the use of Community Services.
- Work as a member of a team and attend team meetings and reviews as required.
- Attend relevant training courses.
- Attend regular supervision sessions with a designated person.
- Work in partnership with appropriate voluntary agencies / support groups, statutory services, and Health Board programmes etc.
- Facilitate and co-ordinate access to services for persons with ABI.
- Be familiar with and willing to take on the keyworker role as necessary.
- Identify service pressures and service development needs and communicate these to the Regional Manager, Acquired Brain Injury Ireland.
- Provide practical and professional support to individuals, their families and/or carers, and other health care professionals.
- Educate and prepare family, partner, or spouse for the return of the person served to the home.
- Act as a resource source for other service providers, health care professionals, and others working with this client group
- Act as an advocate on behalf of the service user group and on behalf of individuals when necessary
- Link persons served and their families with available local services where appropriate
- Negotiate and influence service providers in helping to meet specific needs of individuals and groups of persons with ABI.
- To facilitate communication between persons with ABI and service providers, both statutory and non-statutory.
- Any other duties deemed appropriate.

Maintain Confidentiality

- Ensure the persons' served right to privacy and choice are respected.
- Ensure confidentiality in relation to knowledge of a private and personal nature about persons' served and their families.
- In the course of your employment, you may have access to, or hear information concerning the medical or personal affairs of persons' served and /or staff, or other Organisation business. Such records and information are strictly confidential, unless acting on the instructions of an authorised officer, on no account must information concerning staff, persons' served or other Organisation business be divulged or discussed except in the performance of normal duty. In addition, records must be left in such a manner that unauthorised persons cannot obtain access to them and must be kept in safe custody when no longer required.

Health and Safety

- Take responsibility to ensure that relevant Health & Safety guidelines of the Organisation are met and that all staff are aware of the Health & Safety requirements of the services.
- Take personal responsibility for participating in mandatory training to ensure safe practices.
- Ensure the safety of persons' served as far as possible.

Review

- The Organisation will require flexibility in relation to areas where such flexibility is considered to be reasonable and accords with the competence and safety to staff involved.

Qualifications / Experience

Qualifications

- Be a registered Occupational Therapist.
- At least 4 years post qualification experience

Experience

Essential

- Demonstrated understanding and experience in community rehabilitation
- Experience in the area of disability and knowledge and awareness of the needs of people with ABI.
- A strong focus on maximising independence and setting achievable goals for clients.
- Excellent communication skills, verbal, written, report writing and presentation
- Previous experience of leading and developing staff
- Able to demonstrate good attention to detail, good judgement showing logical decision making and a hands-on approach
- Excellent time management skills with a focus on customer service
- A confident self-starter with the ability to operate in a dynamic environment
- Experience of planning, budgeting, and forecasting
- Excellent MS Office skills with advanced spreadsheet skills

- An ability to manage conflict and problem solve.

Desirable

- Previous experience working with people with disabilities would be an advantage.
- Previous residential/community service experience.

Competencies

- Communications
– *Communicates effectively using methods and tools available in both individual and group settings with all stakeholders.*
- Influencing and Negotiating
– *Builds relationships internally and externally, inquires and learns about cultural norms, support people and influence change.*
- Planning, Organising and Prioritising
– *Works to optimise outputs and impacts using available resources while identifying constraints. Plans and completes work to agreed standards with effective time management.*
- Commitment to achieving the highest level of Professional Service
– *demonstrates a commitment to highest standards of quality service and outcomes.*

Key Performance Indicators (KPI's) / Outcomes

- Excellent working relationships across the organisation

Other Requirements

- Travel as required
- Full clean driving license with access to a vehicle
- Availability to work flexible hours

Remuneration

- Salary range €61615 – €72549 – DOE
- Annual salary increments – for applicable roles
- Flexible working and Work Life Balance Initiatives in Place
- 26 days annual leave per annum plus up to 3 additional days based on service
- 2 Discretionary Days Annual Leave (Good Friday and Christmas Eve)
- Access to Contributory Pension scheme following probation.
- Free Life Cover benefit (2 times gross salary tax free)
- Generous Paid Sick Leave (6 months full and 6 months half pay) based on service
- Paid Maternity Leave
- Long Service Awards
- Revenue approved mileage rates
- Comprehensive induction and training programme including specialist brain injury training

- Career Development Opportunities
- Employee Assistance Programme
- Bike to Work Scheme
- Access to Health Care Staff Credit Union

This job description is intended as a summary of the primary responsibilities and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform or that may be required to do either now or in the future.

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