

Job Description

Job title:	Rehabilitation Worker (Visual Impairment)
Grade / Salary:	£31,560 - £36,179 plus up to 9% pension contribution
	OR/
	£29,259 - £33,499 plus membership of a local government defined benefit pension scheme
Hours:	Full Time (34.5 hours) - or up to 5 days a week depending on individual preferences
Responsible to:	Service Manager
Location:	Central Perth with flexible working from home available
Benefits:	35 days leave (including public holidays)
Contract:	Permanent

Job Purpose

Your role as a Rehabilitation Worker will be to assess and offer support to adults with visual impairments, helping them to live the lives they want to live. Your specialist skills will help people maximise their independence and promote mobility and orientation. If you have a habilitation qualification, there will also be opportunities to work with children.

Key Tasks

1. In partnership with clients, to offer an holistic assessment and relevant support to identify and address agreed goals and outcomes, with an emphasis on mobility.
2. To record information, including outcomes, using a person-centred approach.
3. To develop support plans setting out how key outcomes will be achieved. These are likely to focus on:
 - independent living
 - independent travel and mobility
 - emotional well-being including self-confidence and self esteem
 - social inclusion
 - use of specialist habilitation tools as aids to mobility and independence
 - ability to assess risks and anticipate likely areas of personal difficulty in mobility and independent living.
4. To provide advice, information and support to parents, carers and other relevant professionals, embedding and reinforcing the impact and effectiveness of any training programmes.
5. Write reports and keep records of progress during service delivery and training, in line with VisionPK's systems.

6. To monitor outcomes and impact, and identify any further training needs.
7. Participate in relevant local meetings to raise the profile of visual impairment and VisionPK in Perth & Kinross, with a view to increasing awareness.
8. Offer visual impairment training to the wider public in collaboration with colleagues.
9. Work in partnership with voluntary, commercial and statutory partners to increase and improve the life opportunities available to people with a visual impairment.
10. Run specialist groups and activities as identified and needed.
11. Provide regular monitoring and evaluation data in the form of quarterly written reports and an Annual Report, detailing activities undertaken, impact information, and service users' views.
12. To work with other service colleagues, fundraising and communications colleagues to promote VisionPK's services and deliver its strategic objectives.
13. To offer an open 'drop-in' information and support session at least weekly, in Perth and elsewhere as agreed.
14. To act as an ambassador for VisionPK and offer services guided by VisionPK's values of trust; respect; empathy; being inclusive; encouraging independence, offering choice and promoting quality

General Responsibilities

- To work within, and adhere to, the policies and procedures of VisionPK, and to contribute to reviewing these when appropriate.

- To undertake such duties appropriate to the level of the post as may be reasonably required to meet changing needs of the organisation.
- To adopt a flexible approach to working hours to meet the needs of service users and carers.
- To support a culture of continuous improvement and equality in the provision of services.
- To manage and be accountable for, with supervision and managerial support, your own practice within the organisation, including maintaining professional development.
- To assist if necessary with work normally undertaken by other members of staff where this is required on an exceptional basis because of unforeseen absences or extraordinary volumes of work.
- To attend team meetings as agreed with the Service Manager.
- To promote VisionPK, its work and its values, in a positive way.
- To undertake any other appropriate tasks.
- To encourage and promote equality of opportunity and diversity in all work.

Person Specification

1. Qualifications

- 1.1 Nationally recognised professional qualification in rehabilitation training for visually impaired people - essential
- 1.2 Nationally recognised qualification to deliver habilitation training - desirable

2. Knowledge and Understanding

- 2.1 General understanding of adult and child protection requirements - essential
- 2.2 Knowledge of the geography of Perth and Kinross - desirable
- 2.3 Knowledge of BSL - desirable
- 2.4 Knowledge of technology and how it can assist visually impaired people - desirable

3. Experience – essential

- 3.1 Experience of teaching mobility and independence skills to people with a visual impairment in home, school and community settings
- 3.2 Experience of setting priorities and managing own workload without close supervision
- 3.3 Experience of evaluating and managing risk
- 3.4 Experience of assessing need, identifying key outcomes and developing personal plans
- 3.5 Experience of using Microsoft 365 and associated applications

4. Experience – desirable

- 4.1 Experience of working with children, families and young people
- 4.2 Experience of group work
- 4.3 Experience of using social media in a work context

5. Skills and Abilities – essential

- 5.1** Ability to make accurate and informed assessments in partnership with service users and their carers
- 5.2** Competent in administration and preparation of reports
- 5.3** Ability to work under pressure and use own initiative
- 5.4** Ability to work flexible hours including completion of assessments and occasional planned meetings/appointments outside of normal office hours
- 5.5** Effective written and verbal communication skills
- 5.6** Well-developed time management and organisational skills
- 5.7** Excellent interpersonal skills and the ability to work constructively with a diverse range of people

6. Skills and Abilities – desirable

- 6.1** Ability to deliver presentations including visual impairment awareness training
- 6.2** Ability to communicate with people who are deaf or hard of hearing, or through BSL
- 6.3** Able to use technology to promote the service, e.g. camera, videos, Twitter

7. Personal Qualities

- 7.1** Commitment to and good fit with VisionPK's values - trust; respect; empathy; being inclusive; encouraging independence, offering choice and promoting quality
- 7.2** Commitment to continuous personal and professional development
- 7.3** Commitment to team working and team development

Additional Requirements

- If you are not an existing RWPN member, you should be willing to join RWPN on taking up the post
- You will be required to be a member of, or be prepared to join, the Protection of Vulnerable Groups (PVG) Scheme at the appropriate level
- A full driving licence and access to a car to travel between various locations in Perth and Kinross to meet the requirements of the role
- This role will require the regular use of a PC / laptop

Background

VisionPK is a small charity based in Perth, offering services to people living in Perth and Kinross who are blind, partially sighted, Deaf and hard of hearing.

Our aim is to support the empowerment of people with a sensory impairment to take a full and fulfilling role in society and help them achieve the personal outcomes they aspire to.

We do this by providing and continuously developing a wide range of services for people with a visual and / or hearing impairment, in partnership with appropriate statutory, voluntary and business sector organisations.

Our values are: trust; respect; empathy; being inclusive; encouraging independence, offering choice and promoting quality.

Our strategic aims are:

- To have happy, satisfied and committed staff and volunteers, whose work and approach reflects our values
- To promote independence for people with sensory impairments
- To increase awareness of VisionPK across Perth and Kinross.
- To improve VisionPK's financial sustainability
- To put into place systematic, evidence-based processes to monitor and evaluate our work and impact
- To ensure VPK's infrastructure, systems and processes are robust and up to date
- To optimise our property portfolio and management
- To develop new services for people with sensory impairments.

Our services and supports include:

- Rehabilitation services for visually impaired adults

- Habilitation for children and young people
- Hearing support for people who are Deaf, profoundly deaf and hard of hearing
- Equipment provision
- Information and advice
- Social activities for people with sensory impairments
- Group work and outreach.

We are looking for someone to join our small Rehab Team that includes three Rehab Workers, a Hearing Loss Support Worker, a Service Manager and Admin Worker. The majority of the rehab work is focused on delivering our Rehabilitation contract in Perth & Kinross and dealing with the ongoing needs of existing clients. We also provide a duty service on specific afternoons and deliver sensory training. Depending on your experience, you will have opportunities to lead and develop groups.

You will be expected to be a team player – in terms of both our Rehab Team and our Organisational Team (12 staff total), actively contributing to the success of our fundraising and communications team through providing case studies, quotes and news stories to raise awareness and generate referrals.

We work to the See Hear strategy and outcomes, using a series of pre and post assessment outcomes-based questions to benchmark and monitor performance. You will be expected to routinely assess and report on client outcomes.

You will be joining us at a busy time – we have just relocated to a new High Street location, where our vision is to develop a vibrant, busy Sensory Hub offering information, support and services, increasing awareness of what we can offer and helping more people. We want to involve volunteers with sensory impairments in all areas of our work. The Rehab Worker will play a key role in promoting our work to partners and linking in to local initiatives.

We have a new, three year sensory services contract and have just taken on responsibility for the hearing loss element of our contract, previously delivered by RNID.

Given the current situation surrounding Covid-19, risk assessment / health and safety will be an ongoing part of your role and you will be expected to support our high standards to keep yourself, colleagues and clients safe.

This is an opportunity to make a positive impact on the lives of people with sensory impairments, as well as contributing to the success of VisionPK.

Terms and Conditions for Applicants

The following terms and conditions are offered by VisionPK. Any variation to these will be detailed in your contract of employment should an offer of employment be made.

All terms and conditions are calculated pro-rata for part time or sessional staff. Full time hours are 34.5 hours per week.

Salary:

VisionPK wants to be flexible to encourage the right candidate for this post.

The full time salary for this post is historically £29,259 - £33,499, including membership of the Tayside Pension Fund, a local government pension scheme which pays a defined benefit pension on retiral, based on average salary and length of employment. This also includes Life Insurance and a death in service benefit of three times the member's annual salary. There is also a reduced pension for the staff member's spouse if the staff member dies first.

As an alternative, the successful candidate may opt for a higher salary of £31,560 - £36,179, with a minimum employer contribution of 3% of salary into the Nest defined contribution pension scheme. We will match employee contributions into Nest up to a contribution level of 9% of salary.

Holiday Entitlement:

35 days annual leave including Public and Bank Holidays are offered; there is an additional day's leave in 2022 for the Queen's Platinum Jubilee. Public holidays can be taken flexibly, other than two days at Christmas and two days at New Year.

Employee Assistance Programme:

A free-phone confidential helpline to providing access to advice, information and counselling support, where appropriate.

Sick Pay:

In addition to Statutory Sick Pay, VisionPK offer a generous company sick pay scheme that increases with your length of continuous service.

Continuous Service	Maximum payment in any rolling twelve month period
During first year of service	Four working weeks' full pay and eight working weeks' half pay
During the second year of service	Eight working weeks' full pay and eight working weeks' half pay
Three years' service or more	12 working weeks' full pay and 12 working weeks' half pay

Relocation Payment:

If you have to relocate to take up this post, a relocation payment of up to £1,000 may be available to help with eligible removal costs (in line with government guidance), provided that you relocate to within a reasonable distance of VisionPK's office. If you left VisionPK within three years, this would need to be paid back pro-rata.

General Employment Policies:

VisionPK is an equal opportunities employer and we are proud of our terms and conditions. We recognise that from time to time our employees may need additional support and as such we offer a flexible and supportive working environment. This includes specific policies on matters such as paid compassionate leave, special leave, financial support for occupational training and the opportunity to negotiate flexible working arrangements.