



**whoopsadaisy**<sup>®</sup>  
every step counts

**Whoopsadaisy Pavilion, Preston Park Brighton, BN1 6HN**

Telephone: +441273554178  
Registered Charity Number: 1083024

**Whoopsadaisy - Job Opportunity  
Occupational Therapist  
(equivalent to Band 5)**

Whoopsadaisy are pleased to offer a new and exciting opportunity for a qualified Occupational Therapist to join the team, supporting the development and wellbeing of children with physical disabilities in the Brighton area and across Sussex. Whoopsadaisy is a well-established charitable organisation that has been providing conductive education services to children and young people aged 0-19 years for over 15 years. The charity has close links with other local children's services, voluntary organisations, and schools to ensure children achieve the best outcomes.

Whoopsadaisy uses the principles of conductive education to help children and young people develop life skills and live as independently as possible. As an occupational therapist you would be a key member of the team bringing your unique skills and knowledge of occupation and performance to the framework of conductive education. You will work at the Whoopsadaisy Pavilion in Preston Park, Brighton and lead small groups of children and young people, organised according to age and ability. Essential life skills are broken down into small achievable steps and activities and graded to suit. You will work closely with parent/carers to embed these principles to promote functional independence. All our families are engaged, committed and value the work we do.

You will be a key member of the team, comprising of conductors, conductor assistants and volunteers and will receive regular supervision from an experienced occupational therapist. You will have the opportunity to develop your skills and knowledge in paediatrics and attend relevant training opportunities to enhance your practice.

The successful candidate will be offered:

- a full time, 37.5 hours/week contract
- Annual leave 28 days (incl. Bank Holidays) – to be reviewed
- Competitive salary £28,000 and £33,515 (dependent on experience)
- Focussed training agreed as part of your personal development plan

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Centre: Whoopsadaisy Pavilion, Preston Park, Brighton BN1 6HN Post: West & Berry Ltd, Mocatta House, Trafalgar Place, Brighton, BN1 4DU

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For more information about the charity, please follow the link.

<https://whoopsadaisy.org/>

Full job description and person specification attached

For further details about the position, please contact Shonge Holdgate, Executive Manager, tel **01273 554178** or via email **shonge@whoopsadaisy.org**. To apply please send your CV and a supporting statement of up to 300 words detailing your interest in the role and how you meet the requirements of the person specification to **shonge@whoopsadaisy.org** **by 30<sup>th</sup> May '24**.

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**JOB DESCRIPTION**

<b>Job Description</b>	<b>Occupational Therapist</b>
<b>Location</b>	<b>Preston Park Pavilion, Brighton, UK</b>
<b>Reporting to</b>	<b>Lead Conductor</b>
<b>Salary range</b>	<b>£28,000 - £33,515 Depending on experience</b>
<b>Hours</b>	<b>37.5 hours per week, 52 weeks per year</b>
<b>Annual leave</b>	<b>28 days (incl. Bank Holidays) – to be reviewed</b>
<b>Probationary Period</b>	<b>6 months</b>
<b>Type</b>	<b>Full Time post</b>

Whoopsadaisy is a charitable organization specializing in the development and well-being of children with physical disabilities. Our focus lies in providing unique Conductive Education sessions and comprehensive support for children facing physical challenges, enabling them to lead as independent lives as possible and realize their full potential.

Whoopsadaisy was established in 2008 to bridge the gap in suitable services and opportunities for children with cerebral palsy and other motor disorders affecting mobility, posture, coordination, and balance. Over the years, we have grown, evolved, and earned recognition for our exceptional services dedicated to the children and families we serve.

Employing a unique and integrated approach tailored to supporting children with physical disabilities, our organization excels in addressing their physical, emotional, social, and educational needs both individually and within group settings.

Throughout the past decade, Whoopsadaisy has expanded to support more children, allowing us to continuously refine our services and elevate our presence within the broader community.

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Brighton boasts a vibrant and robust charitable sector that supports diverse causes, and we take great pride in being an enthusiastic and integral part of this community.

We take immense pride in the services we offer and the positive impact we create for children and their families. Currently, we conduct group sessions from our Pavilion under the following services:

- Under-five's programme - Monday-Fridays during term-time
- 5-12s programme – Monday – Fridays during term-time
- 12+ programme every Tuesday and two trips a term
- Three weeks of Holiday Clubs for 5-12s and the 12+ programmes (one at Easter, two weeks in the Summer)

We have a vision to further develop our services to support the needs of the whole family and the diverse challenges children and young people face as they grow. We want to grow our services with input from children and young people. Furthermore, we want to develop a service that not only support children/young people within our sessions, but also in their school environment, home and social environment, so that they can access the right education, rights to work and to lead fulfilled life.

We also run a volunteer programme to support service delivery and fundraising

### **Job Purpose**

Whoopsadaisy is currently looking for a qualified Occupational Therapist to join the team and provide Conductive Education sessions for children/young people with physical disabilities and other motor disorders. As an occupational therapist, you will bring your unique occupation-focussed skill set to work alongside the Lead Conductor, in the planning and running of Conductive Education sessions at Whoopsadaisy for all age groups and to carry out other reasonable duties that meet the needs of the Charity. Your role will include:

#### **Planning**

- To work holistically within the conductive education framework, providing person-centred assessments, treatment plans and evaluations of progress
- To use clinical reasoning skills in the assessment of a child/young person's occupational performance in their participation in everyday activities and achievement of life skills
- To use activity analysis to support the achievement of functional goals
- To promote a strengths-based approach using a wide range of skills and treatment options
- To plan termly topics and individual sessions to maximise engagement in functional tasks
- To prepare session topic motivators using the principles of activity analysis, considering the needs of the group and individual participants
- To observe, plan and develop appropriate targets and programmes for the children and young people, as part of the Whoopsadaisy team.
- To review and update programmes frequently, as part of the Whoopsadaisy team

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## **Administration**

- To formulate individualised management and treatment plans using clinical reasoning and activity analysis in collaboration with the child and parent/carer
- To record individual children's progress, as per HCPC requirements and write progress reports at the end of each academic year
- To effectively communicate written and verbal information to parents/carers, health professionals and other agencies regarding a child/young person's individual needs, progress and recommendations
- To record progress via use of outcome measures to show value of interventions to individuals and service as a whole
- To have awareness of local offer of statutory services
- To be aware of and contribute to all Whoopsadaisy policies/procedures and incorporate these into daily practice
- To work with the Lead Conductor on creating content for marketing and communication of the organization including social media, website and newsletters
- To work with and provide supervisory support to Conductor Assistants/ Volunteers during sessions

## **Delivery**

- To plan, lead and evaluate group sessions for groups of 3-6 children
- To work together with the other conductor in the group and facilitate
- To provide support and direction to Conductor Assistants and Volunteers within group setting
- To work within a strengths-based approach, managing risk in supporting the acquisition of life skills
- To work collaboratively with parent/carers in the achievement of functional goals
- To support the Lead Conductor when assessing new children
- To provide regular verbal and written feedback to parent/carers and other professionals upon request
- To communicate aims, approaches and facilitation to parents to develop their own skills and ability to transfer this knowledge into their everyday life
- To use age-appropriate topic related resources
- To be professionally accountable for all aspects of your work
- To ensure high standards of Health & Safety and Safeguarding procedures are maintained
- To help maintain cleanliness and storage of resources and equipment, including following of appropriate infection control guidelines
- To accommodate and be welcoming to visitors and observers and share the Whoopsadaisy vision
- To attend 12+ outings 2x a term
- Report to and work closely with the lead conductor

## **Organisation**

- To contribute to organizing all the services, holiday clubs and other events within the organization
- To plan and organise work efficiently to manage both face to face and indirect clinical activities.

- To take an active part in organizing special events as part of the team
- To research, organize and source appropriate equipment for services when needed
- To set up and maintain a safe, orderly storage system for the equipment

#### Safeguarding

- Create a safeguarding culture, recognising safeguarding concerns and acting appropriately
- To have up to date knowledge of and observe infection control policies
- To respond to immediate incidents, act appropriately and escalate concerns, ensuring all incidents are recorded centrally
- To have knowledge of local statutory and partnership organisations and make onward referrals
- To escalate any concerns to line manager
- To support recruitment of the wider Whoopsadaisy team

#### Other

- To adhere to the Royal College of Occupational Therapists Code of Ethics and Professional Conduct
- To maintain own continuing professional development: use reflective practice, keep up to date with developments in the field, share information and promote practice based on best available evidence
- To identify objectives for development within supervisions and annual personal development plan
- To participate in required training programmes and other aspects of personal growth



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## PERSON SPECIFICATION

### Qualifications, Essential Experience, Knowledge & Skills

Specification	Essential/ Desirable	Method of Assessment
<b>Qualifications</b>		
Diploma/Degree in Occupational Therapy	E	A
HCPC Registered	E	A
First Aid & Child Protection Training	D	A
Knowledge of Safeguarding principles and escalation procedures	D	A/I
<b>Experience</b>		
Ability to assess, develop and implement programmes of care using core occupational therapy principles, including development of group and individual programmes, write reports and evaluate outcomes	E	A/I
Experience of producing and maintaining accurate records of information, in line with established administrative procedures and related agencies.	E	A/I
Wide range of undergraduate student clinical experience, including paediatric or neurology settings	E	A/I
Previous experience working in health, social care, education or voluntary sector with children and young people	E	A
Experience of working with a range of professionals within multi-disciplinary teams	E	A

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Experience of leading groups/activities for children with physical disabilities/additional needs in an informal or formal setting	D	A
Experience of and understanding of Conductive Education	D	A/I
Experience of audit, service evaluation and service improvement initiatives	D	A/I
Experience of leading and supporting volunteers, parents /carers and facilitators	D	A/I
<b>Skills</b>		
Effective communication skills, including empathy, assertiveness and negotiation skills	E	A/I
Ability to promote value of occupational therapy as a profession	E	A/I
Ability to prioritise and organise workload	E	A/I
To be able to recognise own limitations and ask for help	E	A/I
Ability to adapt approach and interventions to suit setting		A/I
Ability to work independently, creatively and as part of a team	E	A/I
Excellent communication skills and the ability to liaise with parents, children, volunteers, other professionals and the general public	E	A/I
Ability to plan, lead and evaluate interventions in a group setting	E	A/I
Good administrative and practical organisational skills taking own initiative and also following guidance	E	A/I
Presentation skills	E	A/I
Basic IT skills	E	A
Ability to clearly communicate the principles of conductive education to parents, children, volunteers and other professionals	E	A/I
<b>Knowledge</b>		
An understanding of the care and safety needs of children with SEND	E	I
Knowledge of a range of occupational therapy treatment techniques and interventions to promote participation and occupational performance	E	A/I



An understanding of, and commitment to, equality, diversity, and inclusion practice	E	I
An understanding of the value of Conductive Education in children's development and wellbeing	D	I
<b>Personal</b>		
<ul style="list-style-type: none"> <li>· Empathetic, sensitive and enthusiastic</li> <li>· Reflective practitioner</li> <li>· Advocate for occupational therapy</li> <li>· Flexible, innovative and good problem-solving skills</li> <li>· Adaptable and willing to learn and contribute to the community</li> <li>· Creative and innovative</li> <li>· High standards and professional attitude</li> </ul>	E	I

Method of assessment: A = Application; I = Interview;