**Job Description**

# Section A: Job Profile

*The job profile outlines key information relating to the salary and working conditions e.g., location of a job, along with the current focus of the role and a brief description of the main duties.*

## Job Details

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| Job Title: | Specialist Visual Impairment Worker |
| Salary: | £35,745 – £42,403 |
| Grade: | 10 – 11 Scp 27 - 34 |
| Hours: | *e.g.,37 per week. We are open to discussions about flexible working*. |
| Team: | Visual Impairment Team  |
| Service Area: | Adult Social Care – Sensory Impairment Teams |
| Primary Location: | Abbey House, Abbey Close, Abingdon OX14 3JD.*Please note we are actively looking at our ways of working using everything we have learnt and heard from our people about the organisational and personal benefits of agile working.  What you can absolutely expect from working at Oxfordshire County Council (OCC) is that you will have the support to do your job and deliver great results, wherever you are based.  Each role at OCC is different and we know the needs of individuals are also varied, and so our approach to where and how often we would like to see you in person will be taken depending on the requirements of the role and in collaboration with you as part of the recruitment process* |
| Budget responsibility: | No |
| Responsible to: | John Fearn-Webster Manager for the Sensory Impairment Teams  |
| Responsible for: | No |
| Political Restricted Post: | No |

## Job Purpose

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|       Ensuring people with a visual impairment have the maximum choice, control and power over the services they receive to achieve the best possible quality of life and the equality of independent living wherever possible.To work within the Care Act guidance by providing specialist assessments and advice to visually impaired service users and carers. Enable them to manage practical tasks, through a problem solving approach and provision of specialist equipment and adaptations which meet their need and reduces risk. To support and empower them to liaise with other organisations and to provide advocacy support where identified.Arrange formal care arrangements when identified following the assessment process. Where complex care needs are identified the referral will need to be made to the appropriate locality team.This post holder is responsible for ensuring that all County Adult Protection Policies are adhered to, and concerns are raised in accordance with these policiesTo provide rehabilitation training to visually impaired people to encourage maximum independence.To increase knowledge of the needs of this group within other agencies and the community.To undertake other work as appropriate within professional expertise and accreditation. |

## Job Responsibilities

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| *This is a bullet point list of the main duties or tasks that the post holder will be expected to undertake*.**Main Duties and Responsibilities**1. To assess the needs of individual clients with reference to (i) physical and sensory ability (ii) psychological adjustment to visual impairments (iii) motivation for rehabilitation (iv) appropriate equipment (v) benefits and entitlements2. To work with the people/family/carers to develop skills in (i) indoor and outdoor mobility (ii) daily living (iii) communication (iv) use of leisure time (v) use of residual vision3. To work with visually impaired people to identify needs and abilities, providing appropriate counselling or referring to other agencies if required.4. To assist clients in group settings where required.5. To work closely with other statutory and voluntary agencies and services providers regarding this client group.6. To take part in the team duty system on a rota basis if required to do so.7. To maintain records, prepare reports and contribute to the creation of systems and maintenance of an information base for use in service planning.8. To keep up to date with developments in the Visual Impairment field and to develop personal and professional skills.9. To work as a full member of a multidisciplinary team and attend meetings as required, including representing the team where appropriate.10. To provide specialist knowledge and expertise, when consulted, to colleagues and managers within the service.11. To adhere to all statutory and departmental procedures.12. To participate in the Department’s staff supervision and appraisal systems.13. To assist in supervision of students, support workers, volunteers or others as required.1. To have an awareness of Oxfordshire policies which include eligibility and prioritising policies, user and carer involvement guidelines and complaints procedure.
2. Ensure records and information systems are kept accurately including the inputting and updating of information of the Department’s computerised information systems (e.g. Liquid Logic).
3. Any other duties as may be deemed necessary to carry out the full remit of the role.
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# Our Values

Our organisational values underpin everything we do and say and are supported by policies, processes and guidance. In short, our values describe ‘the way we do things here’ so that we deliver great services for our residents. Our values are:

* Always learning
* Be kind and care
* Equality and integrity in all we do
* Taking responsibility
* Daring to do it differently

Everyone that works for us demonstrates their commitment to these values. We will ask you to demonstrate your commitment to these values, and their associated behaviours, throughout the application process.

# Section B: Selection Criteria/Person Specification

This section provides a list of essential and desirable criteria that detail the skills, knowledge, behaviours, qualifications and experience that a candidate should have to perform the job.

Each of the criteria listed below, and your commitment to our values, will be measured through the application form/CV (A) and optionally one or more of the following - a test / exercise (T), an interview (I), a presentation (P) or documentation (D). You must provide a supporting statement as part of your application which includes examples and evidence of when you have demonstrated the criteria listed below.

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| Essential Criteria | Assessed By: |
| FDSC Visual Impairment or equivalent qualified vision rehabilitation specialist. | A D |
| Knowledge of relevant legislation | A I T  |
| Evidence of consistent pattern of learning and development | A I T |
| * Ability to undertake needs led assessments and reviews
* Ability to work as part of a multi-disciplinary team and independently
* Wide range of experience including Social Services
* Ability to work with clients, their families/carers, across all ages including children
* Knowledge and applications of the making safeguarding personal principles.
* To have a comprehensive knowledge of the theoretical and legislative framework which underpin Adult safeguarding and Vulnerable Adult work within Adult Social Care
* Experience of working with vulnerable people
* Experience of working with health and other agencies to deliver better outcomes for individuals
* Experience of liaising and working effectively with clients, their families/carers, other professionals and agencies to achieve the best outcomes for people
* To demonstrate an ability to work within agreed targets including safeguarding timeframes.
* To demonstrate and champion evidence-based practice.
* To draw upon and promote professional values and ethics.
* To demonstrate a high level of interpersonal and communication skills.
* To demonstrate skills in record keeping and report writing in line with Departmental requirements and ensure that records are sufficiently robust to withstand legal challenge.
* Working knowledge of legislation and statutory guidance relevant to Adult Social Care
* Commitment to and understanding of the principles of Equal Opportunities for all in employment and the delivery of services
* Acknowledges, respects and responds to individual differences and diversity requirements

Good IT competency including experience of electronic recording systems and the Microsoft office suit |  |
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| Desirable Criteria | Assessed By: |
| Foundation degree in habilitation for visually impaired children | A I T  |
| Experience of undertaking adult safeguarding investigations | A I T  |
| Ability to identify whole system problems and propose solutions | A I T  |

# Section C: Pre-employment Checks

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates. Further information can be found here [Pre-employment checks](https://www2.oxfordshire.gov.uk/cms/content/support-attending-interviews)

Additional pre employment checks specific to this role are identified below (those ticked).

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| [x]  | Enhanced Disclosure and Barring Service check with Children’s and Adults Barred List | [ ]  | Enhanced Disclosure and Barring Service check without [an Adult/Children’s barred list check](https://intranet.oxfordshire.gov.uk/cms/content/safer-recruitment-and-disclosure-and-barring-service-checks#enhanced-dbs-check-without-an-adult-childrens-barred-list-check) |
| [ ]  | Enhanced Disclosure and Barring Service check with Children’s Barred List | [ ]  | Enhanced Disclosure and Barring Service check with Adults Barred List |
| [ ]  | Standard Disclosure and Barring Service check | [ ]  | Basic Disclosure |
| [ ]  | Disqualification for Caring for Children (Education) | [ ]  | Overseas Criminal Record Checks |
| [ ]  | Prohibition from Teaching | [x]  | Professional Registration |
| [ ]  | Non police personnel vetting | [ ]  | Disqualification from Caring |

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| [ ]  | Other (please specify):       |

# Section D: Working Conditions

This is a guide to the working conditions and the potential hazards and risks that may be faced by the post-holder.

## Health and Safety at Work

You are responsible for your own health, safety and wellbeing, and undertaking health and safety duties and responsibilities for your role as specified within Oxfordshire County Councils Health and Safety Policy.

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked).

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| [ ]  | Provision of personal care on a regular basis | [ ]  | Driving HGV or LGV for work |
| [ ]  | Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects | [x]  | Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes) |
| [ ]  | Working at height/ using ladders on a regular/ repetitive basis | [ ]  | Restricted postural change – prolonged sitting |
| [x]  | Lone working on a regular basis | [ ]  | Restricted postural change – prolonged standing |
| [ ]  | Night work | [ ]  | Regular/repetitive bending/ squatting/ kneeling/crouching |
| [ ]  | Rotating shift work | [ ]  | Manual cleaning/ domestic duties |
| [x]  | Working on/ or near a road | [x]  | Regular work outdoors |
| [x]  | Significant use of computers (display screen equipment) | [x]  | Work with vulnerable children or vulnerable adults |
| [ ]  | Undertaking repetitive tasks | [ ]  | Working with challenging behaviours |
| [ ]  | Continual telephone use (call centres) | [ ]  | Regular work with skin irritants/ allergens |
| [ ]  | Work requiring hearing protection (exposure to noise above action levels) | [ ]  | Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres) |
| [ ]  | Work requiring respirators or masks | [ ]  | Work with vibrating tools/ machinery |
| [ ]  | Work involving food handling | [ ]  | Work with waste, refuse |
| [ ]  | Potential exposure to blood or bodily fluids | [x]  | Face-to-face contact with members of the public |

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| [ ]  | Other (please specify):  |

April 2022