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The PACE Centre
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Our Ref: AR/GF

20th July 2010

Re: Job Application – Paediatric Physiotherapist

Thank you for your interest in the vacancy for a Paediatric Physiotherapist at the PACE Centre.

At the bottom of this document are the Job Description and Person Specification for this post. You will find a link to our Child Protection Policy and a Word version of the Job Application Form on our vacancies webpage <http://www.thepacecentre.org/vacancies.html>.

Further information about PACE can also be found on www.thepacecentre.org

The PACE Centre is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to apply for an enhanced CRB disclosure and if they have lived outside the UK during the past five years they will need to obtain a Certificate of Good Conduct from the country/ countries where they were resident.

We look forward to receiving your completed application form, but if you have any further questions please do not hesitate to contact us.

The closing date for application is: Wednesday 4th August 2010.
Interviews will take place in September 2010.

Yours sincerely,

Amanda Richardson
Head of Centre

Job Description

Specialist Team Member (Physiotherapist)

Reports To : Team Leader on a day to day basis.
Overall responsibility to Head of Centre.

Purpose of Post :

To work as a Specialist Team Member of a Transdisciplinary team providing integrated educational programmes for children within The PACE Centre. To take shared responsibility for the planning and delivery of all programmes and the integrated curriculum, which meets the needs of the whole child. The curriculum at PACE is based on the principles and practice of Conductive Education and delivered taking into account the values and principles of PACE.

To work in close liaison with Team staff and families to address children's needs both at home and at school.

To contribute to every aspect of the children's provision within your group at PACE. This may include home visits, school visits, relevant appointments.

Nature and Scope of Post :

The Specialist Team Member (STM) contributes to the delivery of the PACE programme to a group of school aged children with neurological conditions. The STM delivers the programme together with other members of the transdisciplinary team.

As an STM you will be designated specific roles in line with your particular physiotherapy professional training and expertise. These will be agreed with the appropriate Family and Staff Co-ordinator and Team Leader.

As an STM you may be expected to supervise/support and appraise other Team Members as agreed by the appropriate Family and Staff Co-ordinator or Head of Centre.

Your work will include manual handling and/or other activities which may expose you to health and safety concerns. As an STM you must be able to successfully deliver the PACE programme while protecting the child's and your own health and safety in accordance with PACE policies. The STM works closely with the child to resolve any concerns or issues which may arise in the course of PACE delivery, and to immediately report unresolved concerns to the Team Leader.

You will have access to highly personal and confidential information regarding the children which **must be kept confidential**. The STM must also maintain accurate and timely reporting of programme/class issues and related matters, which should be reported to the Team Leader.

As an STM you will contribute to the scheduling of daily routines in collaboration with the rest of the team. The STM liaises with all relevant professionals and communicates and collaborates appropriately.

The STM may also at times be required to assist the Team Leader, Head of Centre and appropriate Family and Staff Co-ordinator with programme and whole centre developments. This may include offering input and opinions, carrying out additional services, assisting in fundraising events and development events.

Responsibilities and Duties:

1. Programme Delivery (85%)

- To work within a Transdisciplinary Team in order to plan, deliver and monitor conductive sessions that adhere to the principles and practice of Conductive Education.
- Demonstrate how physiotherapy knowledge, skills and approaches can be skilfully integrated within the child's "Conductive" day at The PACE Centre after assessment, personal reflection and discussions / agreement with the team.
- Use established skills of assessment and observation from a physiotherapy perspective within a broader context i.e. that of Conductive Observation where the focus is on the child's active learning, how they are learning and the influences on learning.
- To work within a team to plan, produce, develop and implement a broad, balanced and appropriately individualised "Education for Life".
- In discussion / agreement with other team members ensure that the task series which are a key part of the daily routine address the dynamic learning of motor control in preparation for functional activities.
- To "see" the child as a "whole person" at all times and work within the Ethos at PACE where all team members recognise and address the integrated nature of learning.
- To work within groups as both a leader or skilled facilitator. To lead or assist children in sessions which will include : mobility and transfers, relevant task series in lying, sitting, standing, walking etc., dressing and undressing meal times, toileting, routines and cognitive lessons as appropriate.
- As a facilitator to use all types of facilitation (physical, verbal, physiological, social etc.) in a way which promotes each child's active learning.
- To become familiar with and competent in the use of specific conductive facilitation such as rhythmical intentions.
- Assess and monitor the need for specialist support for each child's learning along with all team members. To make decisions collaboratively. In particular as a Specialist Team Member : Physiotherapist, to manage the assessment of and use of corrective splinting, postural management equipment etc if and when required.
- To adhere to PACE's policy regarding the use of specialist equipment as an aid to the child's dynamic learning. Liaise with the whole team regarding the need for any particular equipment at PACE and/or at home.

- To work with parents (as agreed within the team) regarding the role and use of equipment for home and also on active programmes how to encourage their child's active independence as much as possible. To carry out home visits as required.
- To deliver specialist physiotherapy as required for specific interventions such as Botox, surgery, serial casting etc. Timetabling for this to be discussed/agreed with the team.
- Monitor the effects of growth and development activity on the child's musculo-skeletal system and give appropriate advice and support on how the creativity and flexibility of the conductive programme can provide varied movement and postures to address specific issues.
- To assist with the all centre development on measuring, recording and responding to issues regarding musculo-skeletal contractures and deformities (threatening or existing).
- Work in close liaison with other staff and the Senior Training and Development Team to promote sharing of knowledge across professional boundaries. In particular to provide input into training using your specific physiotherapy experience.
- Work with the team to promote the integration of augmentative and alternative methods of communication into the daily routine.
- As required, work with other specialist team members to carry out specific assessments regarding ICT access, eating and drinking, mobility etc.
- To promote and support the development of extracurricular activities with families e.g. swimming, horse riding, sports clubs etc.

2. Reporting (5%)

- Attend relevant appointments and meetings regarding children in group and report back effectively.
- Give appropriate feedback through verbal and visual means in class and verbal and written out of class.
- Contribute to the writing of PACE's full assessment and/or progress reports (where all key staff involve produce one whole child's report linking physical, social, emotional and cognitive learning).
- Produce any additional physiotherapy document as required to support a joint report.
- Liaise with outside agencies as discussed and agreed with other key staff.
- Contribute to detailed and precise records of children's progress and learning.
- Report all issues and concerns to appropriate team leader and Staff and Family Co-ordinator.
- Work with Staff and Family Co-ordinator and Team Leaders to improve the efficiency of any record keeping methods.

3. Goal Setting (5%)

- Contribute to the setting of and establishment of **SMART** goals for each and every child as part of the Individual Education Plan.

- Contribute to the assessment of changing needs of children and modifying programmes accordingly.
- Ensure all objectives are integrated in an imaginative and creative way and the children have many opportunities to practice/work towards their key goals.
- Contribute to ensuring each task series is written appropriately, works towards achieving smart goals and is in line with PACE principles and practice and the key features of Conductive Education.
- Set and establish appropriate professional goals for Team staff, volunteers and students when appropriate and necessary.

4. Staff Relations and Supervision (5%)

- Act as an appraiser/supervisor for specific staff when appropriate.
- Actively participate in staff meetings and keep current on related information.
- Interact with all staff in a co-operative and professional manner.
- Create opportunities for shared learning within the group.
- Participate in all mandatory training.
- Participate in induction, and other training as required.

5. Administrative Responsibilities

- Make calls when required and pass on messages when appropriate.
- Attend case conferences, annual reviews and other relevant meetings when required.
- Take responsibility for ordering and monitoring specialist equipment when required.

General

1. To promote the good name of PACE generally and appraise others of its philosophy, practice and fundraising objectives.
2. To support parents and fellow team members in the overall care of children and ensure that their needs are considered at all times.
3. To participate in and contribute to training days for staff, parents and volunteers.
4. To act in such a way as to ensure both your own safety and that of fellow users of the Centre.
5. To adhere to PACE policies and procedures at all times.
6. To undertake such other duties as may reasonably be expected by the Team Leader, Head of Centre and Director.

July 2010

The PACE Centre - Person Specification

Group/Department:
Responsible to: TEAM LEADER

Job Title: SPECIALIST TEAM MEMBER (PHYSIOTHERAPIST)
Date prepared: June 2010

	<i>Criteria</i>	E/D	A	I
Qualifications - Vocational - Professional - Academic	University degree in Physiotherapy	E	✓	
	Registered with the Health Professionals Council	E	✓	
	Sensory Integration qualification Bobath qualification	D	✓	
Previous Work Experience	Experience with working with individuals with neurological conditions/physical disabilities	E	✓	✓
	Experience of working in paediatrics	D	✓	✓
	Experience of working collaboratively with a range of other professionals	D	✓	✓
	Proven consistency in work performance including reliability & flexibility and professional competence	E	✓	✓
Professional knowledge and skills	Knowledge and/or interest in Conductive Education, the PACE approach and transdisciplinary team working	E	✓	✓
	Knowledge of neurological conditions such as CP and other related conditions	E	✓	✓
	Willingness and interest in developing skills in the physical facilitation of movement and posture	E	✓	✓
	Ability to learn and apply PACE policies and procedures	E		✓

	Ability to learn new skills, policies and procedures and to integrate them into own practice	E	✓	✓
	Knowledge of manual handling procedures	D	✓	✓
	Excellent verbal and written communication skills	E	✓	✓
	Commitment to Continuous Professional development	E	✓	✓
People Management skills	Supervisory Skills	D	✓	✓
	Time management	E		✓
	Ability to deal with confidential and sensitive personal information and situations with professional competence and empathy.	E		✓
Other personal Qualities	Values and behaviours suitable for working with children and young people	E	✓	✓
	Demonstration of behaviours such as: initiative, efficiency, thoroughness, problem solving and decision making, personal sensitivity and empathy, safety, calm under stress, self-motivated, creativity.	D	✓	✓
	Ability to work effectively in a transdisciplinary team, openness to others' perspectives and ideas, professional respect, excellent interpersonal skills.	E	✓	✓
Special Requirements	Physically and medically able to carry out the duties of the post.	E	✓	✓

E = Essential Criteria
D = Desirable Criteria

Method of Assessment:
A = Application Form

I = Interview