



JOB PROFILE

POST IDENTIFICATION

Senior Habilitation Specialist for Children and Young People

DEPARTMENT

Children & Young People's Service (CYPs)

REPORTS TO

Operational Manager Children & Young People's Service.

JOB PURPOSE

To supervise and support a team of Habilitation Specialists working within a multi-disciplinary service.

Provide assessment, mobility and independent living skills training for children and young people who have a vision or multi-sensory impairment in Surrey.

JOB PROFILE

As a Senior Qualified Habilitation Specialist, you will be required to:

1. Lead a team of Habilitation Specialists offering professional advice and guidance as appropriate, delivering regular supervision and completing annual appraisals.
2. Support the CYPs Operational Manager to raise awareness of VI /MSI, deliver training to team members, volunteers, parents and other professionals as appropriate, ensuring standards are upheld and risks are reduced as much as possible.
3. Work with the Operational Manager to deliver group sessions that will compliment habilitation training, giving Children and young

people the opportunity to learn independent life skills within a sociable setting; for example, food preparation cooking, skin care, make up application and self-advocacy etc.

4. To work with the Operational Manager to co-ordinate the provision of Habilitation (Mobility and Independent Living) training for Children and Young People (CYP) who are vision impaired (0-25 years as appropriate) within the county of Surrey or attending a LA Surrey school with a VI centre, FE college or university within Surrey.
5. Where appropriate work in partnership with the Operational Manager to maximise the resources within the team for delivering habilitation training to Children and young people who access our services. When a Habilitation Assistant is working with a child or young person the allocated Habilitation Specialist will take responsibility for the training programmes delivered to the children on their case list, giving direction and feedback to the Assistant Habilitation Specialist. Any concerns or difficulties with service delivery will be passed on to Senior Habilitation Specialist and as appropriate Operational Manager.
6. Oversee the assessment and monitoring of the habilitation (Mobility and Independent Living) training needs of Children and young people who are blind or partially sighted via supervision and team meetings).
7. Undertake environmental assessments in the home, school or public areas as required, for specific habilitation programmes.
8. Work with the IT and data manager as appropriate to streamline reporting.
9. Undertake appropriate risk assessments, implementing appropriate risk management strategies. Ensure the needs of the Child or young person are met and report any concerns to Operational Manager. Ensure all Safeguarding concerns are addressed and reported in line with agreed processes & procedures.
10. Support the team to develop individual habilitation (mobility and independence) training programmes on the basis of needs identified, in line with the recognised national standards, age-appropriate milestones and in agreement with the Child or young person and/or, where appropriate, parents and others closely involved.

11. To hold a caseload and deliver appropriate individual habilitation training to Children and young people with Vision or Multi- Sensory Impairment (VI/ MSI) in a range of settings (e.g. homes and home area, nurseries, schools, colleges and public places of relevance to the Child and their needs).
12. Undertake home visits and, on occasions, work in the evenings and when it is dark to assess and train children and young people with night blindness.
13. Provide guidance and support to parents/carers in order to ensure habilitation (mobility and independence) training in the school and home settings is complementary and consistent.
14. Provide support in habilitation (mobility and independence) for Children and young people with VI/ MSI at times of transition to and between educational settings.
15. Liaise with parents, teachers, teaching assistants, ancillary workers, and other professionals as appropriate regarding the habilitation (mobility and independence) needs of Children and young people with VI/MSI to provide a co-ordinated service.
16. Maintaining detailed, timely records of habilitation (mobility and independence) provision for Children and young people on your caseload, in-line with processes & procedures. Write reports as appropriate, including monitoring reports and recording statistics in line with key performance indicators (KPIs) and contractual/ grant obligations.
17. Plan and deliver training in habilitation to wider staff teams, and for peer groups of such pupils/ students.
18. Develop and maintain links with other professionals involved with the education, health and support of Children and young people with VI/ MSI (e.g. Qualified Teachers VI, Rehabilitation Officers for Adults, Specialists, Therapists, Social Workers etc.)
19. Work with the Operational Manager to ensure that the KPI/ outcomes reports required for our contracts and grants are completed to a good standard and within the required timeline.
20. Develop and provide advice to relevant authorities regarding the habilitation (mobility and independence) needs of Children and young people with VI/ MSI from the area.

21. Attend Annual Reviews and other appropriate meetings/events with agreement of Service manager where the sharing of habilitation (mobility and independence) information would be helpful.
22. Participate in and, on occasions, organise extra curricula activities for Children and young people with VI as part of their habilitation training.
23. Maintain an awareness of current thinking, research and relevant developments in the area of habilitation (mobility and independence) and Habilitation Training, in order to improve and further develop service provision.
24. Undertake such other duties as may be expected within the grade and nature of the post, including, when necessary, the organisation and management of ad hoc projects.

QUALIFICATIONS REQUIRED

Graduate Diploma in Habilitation and Disabilities of Sight (Children and Young People) or equivalent qualification which specifically meets all the learning outcomes arising from the 'Quality Standards – Delivery of Habilitation Training (Mobility and Independent Living Skills) for Children and Young People with Visual Impairment (2011)'

Safeguarding training certificate. (We can arrange training following successful appointment)

First Aid certificate. (We can arrange training following successful appointment)

IT skills including the ability to use Microsoft 365 and a range of databases.

WORK CONTEXT

The Children's Services Team is contracted by Surrey County Council Children's Service to provide assessment, mobility and independent living skills training. In addition, the service receives funding from a range of funders including the National Lottery Community Fund, Powell Foundation, Surrey County Council Short Breaks etc. The different funding streams enables our service to offer a multi-disciplinary, holistic service that gives the children and young people who access our services the best opportunities to reach their full potential.

The post-holder has to adhere to legal requirements e.g. Child Safe-Guarding, Children & Families Act, Carers Act, Education Acts as well as Education, Social Services and internal policies and procedures. The post holder is expected to adhere to the National Standards for the delivery of Habilitation, General Social Care Council Code of Conduct for Social Care Workers.

Working as part of a charity, there is pressure due to uncertain funding and we need to reassess our priorities in line with a changing funding environment and the needs identified by our members and service users. In order for us to successfully manage these challenges there is a need for all staff to be flexible and work wherever their core skills are needed most. No one will be asked to carry out work for which they are not properly trained.

There is a requirement for members of the team to understand the overall aims and objectives of the service, and how these contribute to the organisations strategic plan.

Habilitation Specialists are required to organise their work to meet the children's agreed needs, targets in line with expected standards. To follow agreed procedures, work to achieve team objectives, considering and identifying where and how their work impacts on the work of the team.

Inspiration

Ensuring Children and young people who have VI/ MSI are able to maximise their life opportunities and reach their full potential.

Making things happen

Achieving agreed goals and targets. Manage time and available resources effectively. Collaborating with others to make things happen. Ensuring CYP's are safe and that their needs are recognised as being paramount. The post holder will work with Head of Department to manage emergencies effectively.

Developing Others/ Team Development

Senior Habilitation Specialist must be open to new learning opportunities, be willing to share their knowledge and skills with others, supporting other team members to contribute positively to team development.

Managing Change/Embracing Change

Seek ways to continuously improve their own performance. Suggesting where improvements in service could be made. Open to new ways of doing things. Adapting positively to changes and feeding back the impact of changes to the Operational Manager.

Personal Impact

Demonstrate integrity, honesty and professionalism and the ability to be flexible when necessary. Respect the opinion and expertise of others.

Use of Technology and Management of Remote Teams

Using relevant technology proactively and effectively to do their job and to deliver services.

WORKING ENVIRONMENT

Office, schools, service users' homes, outside environment.

Ability to travel extensively throughout Surrey.

Organisation Chart – at induction

VERIFICATION:

Post-holder _____
(Signature)

Name in capitals _____

Date _____

Line Manager _____
(Signature)

Name in capitals _____

Date _____