



# sight cymru

Head Office: Bradbury House, Park Buildings, Pontypool, NP4 6JH

## **Job Description and Person Specification**

**Job Title:** Qualified Vision Rehabilitation Specialist (VRS/ ROVI).

**Location:** South Wales

**Job Type:** Full Time/ Part Time (Job Share will be considered)

**Salary Scale:** £30,000 - £34,000 FTE

**Reporting to:** Rehabilitation Service Manager

## **Equal opportunities**

Sight Cymru considers discrimination in any form to be unacceptable, whether on the grounds of disability, race, religious belief, gender, age, marital status, sexual orientation or political affiliation. We welcome applicants from all and if you require assistance in completing your application please telephone 01495 763650 to discuss your needs.

This job description is provided to assist the post holder and new applicants to understand what her/his duties are and may be amended from time to time without change to the level of responsibility appropriate to the post.

## **The Sight Cymru Rehabilitation service includes:**

- Provision of services to the vision impaired service users including mobility, independent living skills, communications, and lighting assessments
- On-going training services to professionals
- Emergency cover for the five local authority areas
- A commitment to on-going Professional Development
- Service users' advocacy services

You will be working as part of a highly committed team giving top quality rehabilitation services to people who are sight impaired or severely sight impaired.

You will have access to up to date aids and equipment.

## **Key Responsibilities are to:**

- provide rehabilitation and habilitation services to people with sight loss and their carers. You may at times work with dual sensory loss and sensory loss with other co-morbidity
- provide a co-ordinated approach to the assessment of needs and to develop individual rehabilitation programmes
- undertake, monitor and evaluate the assessment of needs and to develop individual rehabilitation programmes
- provide advice and emotional support for service users and carers.
- provide a sensitive, flexible and appropriate response to individual service users and their carers.
- provide advice on registration procedures to people with sight loss and their carers.
- provide advocacy on behalf of service users and their carers.
- undertake a specialist assessment of people with sight loss and provide appropriate training including equipment as agreed with the service user and carer
- assist the Rehabilitation Service Manager in the improvement and expansion of the rehabilitation services for people with sight loss
- contribute to the development of the service through training and informal supervision of rehabilitation assistants and other trainees
- undertake assessment of need of those services users who require a complex assessment, co-ordinating those assessments where multi-disciplinary input is required
- maintain effective working relationships with internal and external service providers and to convene and attend multi-disciplinary meetings as required.
- develop comprehensive knowledge of local resources in order that service users/carers are fully informed as to the choices and options of care and other assistance available to them
- keep up to date with professional developments in the field of sight loss
- maintain records and write reports in accordance with contractual and local requirements.
- deliver awareness training and specialist courses as required within the skill set of a Rehabilitation Officer.
- work flexible hours in order to meet the needs of service users and carers.
- operate within stated Principles, Policies and Guidelines including Equal Opportunities, Health and Safety, the Employment Handbook and other official office practices.
- represent and promote the charity during the course of your work
- assist with fundraising activities
- undertake any other duties as required by management

## **More Information about the service and the role**

The content and duration of rehabilitation worker training programmes will vary from service user to service user to meet individual needs. It will be necessary for the Rehabilitation Worker to exercise their professional judgement in determining the actual level of contacts with clients in the community per working day.

It is of paramount importance that service options are fully discussed with users and carers and their views are fully taken into consideration when determining individual training programmes.

Our client base includes people of all ages, and across a wide spectrum of eye conditions and other disabilities. Highly respected ophthalmology units in Newport and Cardiff and the Welsh Low Vision optometry service throughout the country supports the work of professionals locally. We have excellent working relationships with the social services departments of all local authorities in South Wales, as well the voluntary sector and professional groups.

Professional supervision is regularly scheduled into the working diary, and Sight Cymru is committed to an on-going professional development process that enables rehabilitation workers to continue their training and develop new skills across a broad base. Our unit encourages continuous professional development and there is an understanding that people will attend at least three training events/courses per year.

Our team of Rehabilitation Officers offer a range of skills training to people with sight loss in the region. Assessing clients' needs and providing training to meet these needs are two major aspects of their role. Rehabilitation Officers offer advice and training on a wide range of areas including:

- orientation and mobility
- independent living skills
- communication skills
- lighting assessment
- low vision aids

Within the team, workers are often able to specialise in one or more fields, for example having a specialist knowledge of working with people who have dual sensory loss.

**Person Specification:****Skills Required:**

| Attribute                                                                                   | Desirable | Essential | How tested                         |
|---------------------------------------------------------------------------------------------|-----------|-----------|------------------------------------|
| <b>Attitude and character</b>                                                               |           |           |                                    |
| Professional attitude to work                                                               |           | ✓         | Interview/CV                       |
| Able to work independently and on own initiative                                            |           | ✓         | Interview/CV                       |
| Capacity to develop skills and learning                                                     |           | ✓         | Interview/CV                       |
| Good team working skills                                                                    |           | ✓         | Interview                          |
| Sympathetic/empathic towards blind and partially sighted people                             |           | ✓         | Interview                          |
| Sensitive and compassionate communication skills                                            |           | ✓         | CV/Interview                       |
| <b>Education and ability</b>                                                                |           |           |                                    |
| Qualification in Rehabilitation for Vision Impaired People                                  |           | ✓         | CV                                 |
| Ability to work independently and with minimal supervision yet remain part of a larger team |           | ✓         |                                    |
| Good standard of teaching methods                                                           |           | ✓         | Interview                          |
| Good organisational skills                                                                  |           | ✓         | CV/Interview                       |
| Computer Literate                                                                           |           | ✓         | CV                                 |
| <b>Other</b>                                                                                |           |           |                                    |
| Independently mobile                                                                        |           | ✓         | Interview                          |
| (DBS)Criminal Records Bureau check                                                          |           | ✓         | Check will be independently sought |