**Job Profile comprising Job Description and Person Specification**

**Job Description**

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| **Job Title:**  Rehabilitation Officer Vision Impairment | **Grade**:  PO1 – PO3 |
| **Section:**  Sensory Services | **Directorate:**  Adult Social Care and Public Health |
| **Responsible to following manager:**  Sandra Powell - ASM | **Responsible for following staff:**  N/a |
| **Post Number/s:**  SH 741 | **Last review date:**  October 2025 |

**Working for the Richmond & Wandsworth Better Service Partnership**

We’re Richmond & Wandsworth Better Service Partnership, the shared public service team for Richmond and Wandsworth Councils. Like any local authority, our role is to deliver the agenda of our elected members on behalf of the people who live and work in our part of the world. We deliver key services to our communities including social care, public health, children’s services, housing and regeneration and environmental and community services.

Our joint workforce creates efficiency and resilience by bringing more creativity to the way we work, more objectivity and adaptability too, helping us deliver better services for all our residents.

We’re here to help our communities thrive in a changing world, and to be there for the people who need us most we believe we need to keep adapting. That’s why, at Richmond & Wandsworth Better Service Partnership, you’ll be at the forefront of innovation in local government, and we’ll invest in you and offer you opportunities to grow in a way only our unique organisation can.

**Job Purpose**

To work as a member of the Front Door Service Sensory Team, to identify, deliver and evaluate professional rehabilitation interventions to people with vision loss or dual sensory loss to enhance their skills and confidence to maximise their independence.

To assess and provide rehabilitation interventions to help people at risk from harm or becoming dependent on others due to their sensory loss.

To act as an advocate for people with sensory loss and the organisation to help promote accessible services; equality; social integration and understanding of the impact of sight loss/dual sensory loss.

**Specific Duties and Responsibilities**

1. To undertake specialist visual impairment and dual sensory loss assessments of individual and carers needs and risks to encourage independence, provide support and prevent harm. This includes promoting a multi-agency approach by developing and maintaining effective working relationships
2. To undertake complex mobility Assessments, provide specialist mobility equipment, recommendations, advice, demonstration, support, training and a Personal Safety Plan to minimise risk and to maximise service users’ independence and dignity.
3. To prescribe, order or recommend specialist disability equipment, minor adaptations and then train service users and their carers in their safe installation, maintenance and use.
4. To work in partnership with service users and carers using a person-centred approach, with the aim of maximising independence, wellbeing and choice, providing pertinent information and advice covering a range of topics relating to sensory loss including: care and support; prevention of needs; finances; health; and safeguarding.
5. To respond appropriately to urgent referrals and prioritise workload in response to levels of risk and duty of care, within agreed workload through-put targets. To hold a caseload appropriate to the level of expertise, experience and personal development of the post holder, and to provide ongoing expert Sensory advice and case liaison with colleagues and partner staff.
6. To plan, implement, evaluate and review rehabilitative services aimed at reducing risk, maximising and maintaining independence, safety, dignity and choice. Including daily living skills, mobility and community safety training, communication skills and low vision.
7. To work with people with sensory loss who have additional complex needs such as learning, physical and mental health disabilities in recognition of the cumulative effect of additional disabilities. To liaise with other specialist workers as necessary.
8. To provide advice, information and guidance to service users and carers ensuring that that support plans and other information regarding individual care packages is shared with the service user, carers and other agencies as required in accordance with the Council’s policies and procedures including those on data protection
9. To monitor implementation of intervention plans and adjust them as appropriate and to ensure they address identified risk, ensuring funding arrangements for any services, are thoroughly reviewed in accordance with statutory requirements and Council policy to ensure highest quality of service and best value.
10. To apply ROVI ethical principles and values to guide professional practice and respect diversity and apply critical reflection and analysis to inform professional decisions and use supervision to promote continuous professional.
11. To ensure that information is recorded consistently, accurately and meets statutory timescales. To ensure that service user confidentiality is maintained and that information is shared with the service user, care and other agencies in accordance with the Department’s data protection requirements.
12. To maintain a current working knowledge of the safe use of a wide range of specialist equipment and appropriate community resources.

**Progression from Scale PO1 to PO2**

* To have an elevated level of understanding of legislation and to be able to interpret and apply it, alongside national and local policies and procedures underpinning your work specifically where assessment, review and safeguarding elements are applied, as well as how carers are supported and how the local authority meets its statutory duties.
* To take initiative, from constructive alliances with partners and engage effectively with situations of increasing complexity and challenge including integrated working, complex family dynamics and multiple risk factors. This will be evidenced in performance and supervision notes.
* To be able to demonstrate an appropriate level of knowledge with evidence of the increasing ability to work independently, to collaborate on equal terms with members of other professions and make sound professional judgments with the ability to explain and justify decisions.
* To be able to manage complex cases and offer skilled opinion to colleagues and partners. To offer expert support to case conferences and produce high quality assessments and reports for a range of functions.
* To demonstrate advanced people skills and advanced advocacy skills within the role.
* To show a clear awareness of budgets and the costs of services and their impact on service delivery, where appropriate challenging or identifying creative and initiative-taking options to ensure the best use of resources and preventative work.
* To work towards a Practice Educator qualification

**Additional duties at PO3**

* To understand performance and budget management and forecasting at a strategic level and to support and champion the improvement of performance against key indicators with team colleagues.
* To lead on promoting ambitious standards of practice with team colleagues and to develop resilience, linking with Professional Standards colleagues as required. To model exacting standards and an elevated level of competence adhering to practice guidance, statutory frameworks, and best practice across the UK.
* To hold a caseload of higher-level complexity and to be able to conduct legally compliant assessments in a wide range of challenging contexts, cope with difficult conversations and be highly resilient.

* To function as the Lead ROVI in their absence when requested or as necessary, to support staff and to make professional ROVI decisions or recommendations in complex or emergency situations.
* To lead on specialist areas on practice or projects
* To contribute towards continued team learning by presenting challenging cases at team meetings.
* To support transformation and innovation within the service.
* To mentor ROVI Apprentices and students and Social Care Assessors
* To function as a Practice Educator

**Generic Duties and Responsibilities**

* To contribute to the continuous improvement of the services of Richmond & Wandsworth Better Service Partnerships.
* To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection, handling complaints and health and safety.
* To adhere to security controls and requirements as mandated by Richmond and Wandsworth procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
* To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
* To understand both Councils’ duties and responsibilities for safeguarding children, young people and adults as they apply to the roles within the Councils.
* The profile is not intended to be an exhaustive list of the duties the post holder will carry out. Other reasonable duties commensurate with the level of the post, including supporting emergency and priority situations, will form part of the role.

**Team structure**

**Person Specification**

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| **Job Title:**  **Rehabilitation Officer Vision Impairment** | **Grade**:  PO1 – PO3 |
| **Section:**  **Sensory Services** | **Directorate:**  Adult Social Care and Public Health |
| **Responsible to:**  **Sandra Powell - ASM** | **Responsible for:**  **N/A** |
| **Post Number/s: SH 741** | **Last Review Date: October 2025** |

**Our Values**

**THINK BIGGER**

**EMBRACE DIFFERENCE**

**CONNECT BETTER**

**LEAD BY EXAMPLE**

**PUT PEOPLE FIRST**

Our Values are embedded across Richmond & Wandsworth Better Service Partnership and throughout all roles and responsibilities at all levels of the organisation. Please [familiarise yourself with our values](https://www.richmond.gov.uk/media/afdbdeao/five_values.pdf) as they are an integral part of our recruitment and selection process.

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| **Person Specification Requirements** | | | | **Assessed by**  **A/I/T/C**  **(see below for explanation)** |
| **Knowledge** | **Essential** | **Desirable** | **Assessed** |
| An understanding of good customer services. |  | **Y** | **A/I** |
| Knowledge of the roles and responsibilities of a Social Services Department. |  | **Y** | **A/I** |
| An understanding of safeguarding adults and children and within that, the responsibilities of Social Services and the role specifically. |  | **Y** | **A/I** |
| Understanding of the importance of supervision and training. |  | **Y** | **A/I** |
| **Experience** | **Essential** | **Desirable** | **Assessed** |
| Experience of providing assessment of needs, planning, implementing, providing and evaluating rehabilitative services aimed at maximising and maintaining independence, safety, dignity and choice. | **Y** |  | **A/I** |
| **Skills** | **Essential** | **Desirable** | **Assessed** |
| Ability to communicate clearly and concisely both verbally and in writing, using appropriate IT. |  | **Y** | **A/I** |
| Ability to learn and retain up-to-date knowledge of local services. |  | **Y** | **A/I** |
| Ability to collect information and complete a full assessment of need. | **Y** |  | **A/I** |
| Ability to actively encourage people towards the types of rehabilitation training, information and/or advice that may be particularly relevant to them. | **Y** |  | **A/I** |
| Ability to interact responsively with people who are distressed or angry. |  | **Y** | **A/I** |
| Ability to work collaboratively with others, promoting equality and respect for diversity. |  | **Y** |  |
| **Qualifications** | **Essential** | **Desirable** | **Assessed** |
| Diploma/Foundation Degree in Rehabilitation Work Visual Impairment or equivalent. | **Y** |  | **C** |

**A – Application form / CV**

**I – Interview**

**T – Test**

**C - Certificate**