



Position Description

Position Title: Occupational Therapist
Organisation: Making Connections Toowoomba (MCT)
Location: Lawrence St, Toowoomba, QLD
Employment Type: Part-Time/Full-Time
Reports To: Fiona Goodall - Director/Owner

Purpose of the Role:

The Occupational Therapist at Making Connections Toowoomba (MCT) is responsible for providing therapeutic support and interventions to neurodivergent youth, and support and training to their caregivers and their support network. This role involves assessing individual needs, developing and implementing treatment plans, implementing evidence-based interventions, monitoring outcomes, and working collaboratively with the MCT team, families and participants' key stakeholders to build functional and social capacity of our clients.

The Occupational Therapist may also be responsible for facilitating or co-facilitating programs of support, social clubs and caregiver training for our clients. This may involve completing training in evidence-based programs, supervising assistants and volunteers and developing tailored lesson plans and program overviews using evidence-informed strategies and methodologies relevant to the field of occupational therapy, and social-emotional learning.

About Making Connections Toowoomba:

Making Connections Toowoomba started in 2021, delivering social groups, social skills programs, mindfulness and positive psychology programs and consultations to neurodivergent youth and their caregivers.

MCT has grown into a dedicated, multi-disciplinary team offering individualised therapy, interventions, and skill-building programs, led by qualified professionals including Special Education Teachers, Psychologists, and Occupational Therapists. We are committed to providing 'gold standard' services, using evidence-informed approaches while also offering training for caregivers and key stakeholders. This ensures our participants' support networks are well-equipped to support them beyond the intervention setting and throughout their lives. At MCT, we place our clients and families at the centre of everything we do, striving to be the best in our field.

MCT identifies as a neuroaffirming practice. This means our approach respects, values, and supports the unique neurological differences of each participant, particularly young people who identify as neurodivergent, such as autistic youth, those with ADHD, or other neurodevelopmental variations. We emphasise the acceptance of neurodiversity as a natural and valuable aspect of human diversity and don't try to "fix" or "cure" our participants, rather, as our **mission** states:

We aim to help neurodivergent youth make connections with like-minded peers and build skills so they can interact within their world with greater comfort, connectedness, and confidence... and have a whole lot of fun along the way!



Our Values:

We believe our clients and families deserve nothing but the best. We value:

- **Passion** to make a positive difference to the lives of neurodivergent youth and their caregivers.
- **Respect** for each participant's uniqueness.
- **Commitment** to helping our participants feels safe to be who they are.
- **Excellence** in all that we do.
- **Warmth** by genuinely caring about and enjoying the young people in our care.
- **Community** by bringing neurodivergent youth and their caregivers together to find their tribe and make lasting connections.

Key Responsibilities:

1. Assessment and Intervention:

- Conduct comprehensive occupational therapy assessments to identify the needs of neurodivergent youth.
- Set measurable and achievable goals, monitor and evaluate the progress, and adjust treatment plans as necessary.
- Develop and implement individualised treatment plans based on assessment findings.
- Provide evidence-based therapeutic interventions to support participants' functional abilities, emotional well-being, and to build social capacity and independent living skills.
- Contribute to the MCT team to ensure we are using 'best practices' in assessment, goal setting, treatment plans, evidence-informed interventions, progress monitoring, note taking and report writing.

2. Participant Support:

- Collaborate with participants, families, caregivers, and key stakeholders to ensure a holistic approach to care.
- Provide caregiver training (one-on-one and as group workshops) to build capacity for families and key stakeholders to support our clients outside the intervention context.
- Provide timely support, and refer to appropriate services where needed.

3. Collaboration and Communication:

- Work closely with the MCT team and other key stakeholders, to integrate occupational therapy insights into program delivery.
- Participate in regular team meetings, team-building days, case conferences, and professional development opportunities.
- Communicate effectively with the MCT Director and team, as well as families and caregivers, providing updates and addressing concerns in a timely manner.

4. Compliance and Ethics:

- Ensure all activities are conducted in accordance with MCT's policies and procedures, professional and ethical guidelines, and other relevant legislation.
- Maintain accurate and confidential records of assessments, interventions, and progress notes.
- Report any incidents or concerns promptly to the MCT Director/Owner.

Mandatory Qualifications & Requirements

- Minimum of two years' experience practising as an Occupational Therapist.
- Registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Current professional insurances.
- Current Blue Card (or willingness to obtain one).
- First Aid and CPR certification (or willingness to obtain one).
- Disability Worker Screening (or willingness to obtain one).

Working Conditions:

- This position may require working outside regular hours, including evenings and weekends and school holidays, to accommodate program schedules.
- The role may involve occasional physical activity, including lifting and setting up equipment or materials for activities.

Reporting and Supervision:

The Occupational Therapist will report directly to the Director/Owner of Making Connections Toowoomba and will work closely with other team members to ensure the smooth operation of programs and activities.

Final Note:

The duties outlined in this position description are not exhaustive and are only an individual of the work of the role. Making Connections Toowoomba can direct you to carry out duties which it considers are within your level of skill, competence, training and scope of practice.