

Job Description



Position Title	Occupational Therapist, CliniKids	Level	B
Reports to (role)	Clinical Lead, Occupational Therapy		
Team	CliniKids		
Location	CliniKids, The Kids Research Institute Australia, Roberts Road, Subiaco, WA 6008 & Joondalup Drive, Edgewater, WA 6027		

PURPOSE OF POSITION

The Occupational Therapist is responsible for the delivery of high-quality clinical services to children with autism or developmental delay (<9 years) that integrates research into practice, as well as the development and dissemination of up-to-date research in the clinical field. This role works closely with the clinical services manager to identify gaps in clinical practice and to develop and disseminate resources to inform and support the team and the community in the area of evidence-based practice in autism and developmental delay.

KEY RESPONSIBILITIES

Key Responsibilities	Tasks required to achieve Key Responsibilities	Measures
Quality Therapy Services – Occupational Therapy	<ul style="list-style-type: none"> • Provide evidence-based Occupational Therapy interventions for children with autism and their families, promoting each child's participation and independence. • Provide individualised collaborative clinical support to all clients. • Provide manualised interventions as selected by CliniKids (e.g., ESDM, Co Op, SCERTS.) • Liaise with other clinic professional staff to manage complex cases. • Engage in regular professional reflection and learning. 	<ul style="list-style-type: none"> • Contribution and engagement during team meetings and supervision sessions. • Feedback from stakeholders. • Review of Therapeutic Support Plans. • Meets funder reporting expectations. • Liaises with all relevant stakeholders.
Professional Development and Continuous Improvement	<ul style="list-style-type: none"> • Keep up-to-date with current autism research related to diagnosis and intervention. • Undertake certification in diagnostic tools or therapy approaches as required. • Undertake appropriate professional development activities in line with personal and professional development needs. • Participate in clinical supervision and peer supervision. 	<ul style="list-style-type: none"> • Professional development activities undertaken. • Contributions to journal clubs, interest groups and conferences. • Participates and shares knowledge at team meetings.

		<ul style="list-style-type: none"> • Logs professional development activities.
Governance and Compliance	<ul style="list-style-type: none"> • Remain current with all professional and practice regulation standards. • Comply with appropriate standards and reporting requirements for Medicare, NDIS and other funders. • Remain current with compliance requirements for any manualised therapies where required. • Comply with professional and practice management standards using approved systems. • Comply with all internal clinical governance requirements and documentation standards. 	<ul style="list-style-type: none"> • Completion of NDIS accreditation and compliance training. • Is in good standing with own professional body • Complies with internal expected practices. • Meet funder report timeliness. • Meets own productivity targets. • Meets clinical process and documentation standards.
Knowledge Translation	<ul style="list-style-type: none"> • Client and family education, liaison, and involvement of all stakeholders. • Contribute to improvements in clinical practice standards in collaboration with the clinical and research teams. • Community education regarding best practise in autism. 	<ul style="list-style-type: none"> • Contribution to improvement ideas and solutions. • Inform families and other stakeholders of best practice in autism. • Shares knowledge within the team or delivers workshops as appropriate.
Stakeholder Engagement	<ul style="list-style-type: none"> • Participate in Institute forums and events. • Participate in forums and activities of the Autism team. • Support Autism team research initiatives as required. • Support a collaborative, innovative and values-based culture that recognises individual differences and understands that others may work in different ways. • Share clinical knowledge and expertise with team. • Engage client, family and other community settings in the development and delivery of clinical services – including goal setting and strategies. 	<ul style="list-style-type: none"> • Productive and positive professional relationships with internal and external stakeholders. • Formal and informal feedback from internal and external stakeholders. • Successful engagement of collaborators. • Research project participation if appropriate. • Evidence of joint goal setting and evaluation. • Participation in clinical supervision and discussion.
Workplace Safety	<ul style="list-style-type: none"> • Take reasonable care for your own safety and health and avoid harming the safety and health of others through any act or omission at work. • Identify and assess workplace hazards and apply hazard controls. • Report all workplace injury, illness or near miss, no matter how insignificant they seem. • Abide by Institute policies and procedures. 	<ul style="list-style-type: none"> • Responsibilities are embedded in work practices. • Hazards are effectively managed or reported. • Accidents and incidents are reported in a timely manner. • All applicable safety policies and procedures are sought, understood, and implemented.
A requirement of this position is that the incumbent may be required to undertake various other duties as directed.		

ESSENTIAL CRITERIA

Qualifications:	Qualifications in occupational therapy that are recognised by APHRA or equivalent professional body.
Essential Skills, Knowledge & Experience:	<ul style="list-style-type: none"> • Eligible for a Medicare provider number. • Eligible provider for NDIS services. • Minimum two (2) years clinical experience providing intervention to pre-school and school-aged children with autism or developmental delay. • Strong clinical skills in the assessment and therapy/intervention with pre-school and school-aged children with autism or developmental delay. • A sound understanding of a range of evidenced-based autism and speech therapy interventions. • Highly developed interpersonal skills appropriate to establish and maintain effective relationships with colleagues, clients, families and the wider community. • Outstanding written communication skills with strong attention to detail and ability to translate technical concepts or research findings into appropriate language. • Excellent organisational skills, with flexibility and ability to set priorities and meet deadlines under pressure. • Ability to work effectively as part of a multi-disciplinary team. • A commitment to ongoing professional development.

DIRECT REPORTS	0
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Approved by:	Senior Program Manager, CliniKids
Date approved:	29/07/2025
Reviewed by P&C:	30/07/2025