

Dyspraxia DCD Ireland: Senior Occupational Therapist – POTTTS Programme Coordinator (<https://www.activelink.ie/node/114863>)



Job Title: Senior Occupational Therapist – POTTTS Programme Coordinator

Location: Remote and Hybrid

Hours: Full-Time flexible

Salary: €64,776 p.a.

Annual Leave: 25 days per year (pro-rata)

Reports to: CEO

Key Relationships & Interactions

Internal

CEO, clinical staff, administration staff, internal contractors.

External

Members, People with Dyspraxia/DCD and their families, Health Services Executive, Children's Disability Network Teams, Community and Voluntary Sector Organisations, Universities, Other key stakeholders as required.

The Organisation

About Dyspraxia/DCD Ireland

Dyspraxia/DCD is Ireland's national charity for children and adults with Dyspraxia/DCD (Developmental Coordination Disorder) and their families. We are a registered charity and a not-for-profit company limited by guarantee (CLG) that aims to increase awareness of Dyspraxia/DCD Ireland and support people with Dyspraxia/DCD and their families through education and training activities, therapeutic support programmes, advocacy and lobbying. Dyspraxia/DCD Ireland is a member based organisation with a strong partnership development ethos; we work closely with clinicians and Universities in Ireland and the UK to build research and best practice. Dyspraxia/DCD Ireland operates in an inclusive and transparent manner with a strong focus on good governance.

Our Approach to Service Delivery

Our services are guided by our values and informed by best practice and family centred and strengths based approaches. We recognise that developing skills, building confidence and strengthening relationships will help people with Dyspraxia/DCD to protect their wellbeing and to live independently through childhood and into adulthood. We promote well researched interventions based on client preferences to guide and inform the delivery of treatments and services.

Our Vision

A society where people with dyspraxia/DCD have the knowledge and skills to live to their full potential, and where family members, friends and service providers understand how best to offer supports.

Our Values

As an organisation, we commit to the following values in all aspects of our work:

1. **Integrity**
2. **High-quality**
3. **Inclusive**
4. **Transparent**
5. **Responsive**
6. **Impact driven**

Position Summary

As the POTTS programme coordinator and practicing Senior Occupational Therapist this role is designed for someone who is passionate about designing and implementing innovative solutions for children and young people with DCD/dyspraxia who are currently on HSE waiting lists and not receiving the services they need. We are seeking a strong leader to oversee the scaling of our POTTS programme as laid out in the HSE National Service Plan 2024 and 2025 and in our business plans. In this role you will have a meaningful opportunity to introduce new and innovative occupational therapy supports and interventions to children and young people on HSE waiting lists across Ireland.

Our ideal candidate would have:

- Enthusiasm, passion, imagination, and initiative.
- BSc in Occupational Therapy or equivalent CORU registered qualification.
- CORU registration.
- Minimum of four years post-qualification experience, with at least two year in paediatrics.
- Experience in undertaking DCD paediatric assessments.
- Strong organisational and project management skills.
- Strong data management and risk management skills.
- Commitment to person-centred care and goal setting.
- Comfortable with remote working and telehealth systems.
- Experience supervising junior staff or students.
- Experience in family-centred care practice.
- Excellent communication and interpersonal skills.
- Telehealth and IT literacy.
- Full driving licence and use of own car.

Advantageous skillset

- A relevant academic qualification or aligned prior work experience
- Knowledge of the Irish education curriculum and system
- Experience in developing educational resources
- Knowledge and experience of DCD Research and Adult DCD assessments
- Experience in participating in research projects.

Personal Competencies

- Strong, clear and effective communication is crucial in our small team.
- Mature emotional intelligence in supporting team members and the families and stakeholders we work with.
- Adaptability and Flexibility to adjust to new ideas, changes, and challenges.
- Conflict resolution skills to manage and resolve conflicts constructively, ensuring a harmonious work atmosphere in a range of environments.
- Commitment to ensuring a collaborative approach to finding solutions, encouraging innovation and collective problem-solving.
- **Leadership:** Inspiring and guiding the team towards common goals.
- **Communication:** Strong verbal and written skills. Confidence in presenting to different communication styles and in different settings.

Key Responsibilities

Operational Responsibilities

- **Telehealth Services:** Lead telehealth services, manage caseloads, and plan treatment programmes.
- **Supervision and Teamwork:** Supervise students and junior staff, promote teamwork.
- **Service Planning:** Collaborate with the team to plan services and anticipate needs.
- **Professional Relationships:** Build relationships with colleagues and healthcare personnel across HSE primary care services, CDNT's, Universities and other key relationships that may be identified.
- **Policy Development:** Contribute to policy development and ongoing strategic plan implementation.
- **Data Management:** Ensure electronic records are appropriate for needs and comply with data management policies. Oversee data management by junior staff and students.

Essential Interpersonal / Teamwork Skills

- **Communication:** Clear and effective communication is crucial in our small team.
- **Empathy:** Understanding and responding to the emotions and needs of team members, clients and families.
- **Adaptability:** Flexibility to adjust to new ideas, changes, and challenges.
- **Conflict Resolution:** Skills to manage and resolve conflicts constructively, ensuring a harmonious work atmosphere in a range of environments.
- **Problem-Solving:** Collaborative approach to finding solutions, encouraging innovation and collective problem-solving.
- **Leadership:** Inspiring and guiding the team towards common goals.
- **Communication:** Strong verbal and written skills.
- **Caregiver Coaching:** Ability to coach caregivers.

Technical Proficiency

- Familiarity with use of telehealth platforms and technology.
- **Experience** in the collection, analysis and storing of electronic medical records in line with GDPR and organisational policies.

What we can offer you

- Flexible hours, work from home, and hybrid working arrangements.
- Ongoing training and professional development opportunities.
- 25 days' annual leave per year (FTE).
- Gifted three days' annual leave at Christmas.
- Access to our VHI staff support programme.
- Ten days paid sick leave per year
- Three mental health days per year
- Paid Bereavement Leave
- Bike to Work Scheme
- An ergonomic assessment and necessary equipment to enable you to work from home.
- If you prefer to work from another location this can be facilitated
- A fun, exciting and challenging work environment within a supportive team.

Further information

Please outline in your cover letter your suitability for the role with the above criteria in mind. Candidates will be short-listed based on their response to the above criteria and will be contacted by email for interview.

Further information on Dyspraxia/DCD Ireland can be found here: <https://www.dyspraxia.ie> (<https://www.dyspraxia.ie>)
<https://www.dyspraxia.ie/Strategic-Plan> (<https://www.dyspraxia.ie/Strategic-Plan>)

Further information on the POTTs Programme can be found here: <https://www.dyspraxia.ie/POTTs-Student-Programme>
(<https://www.dyspraxia.ie/POTTs-Student-Programme>)

Further information on the HSE National Service Plan 2024 can be found here:
<https://www.hse.ie/eng/services/publications/serviceplans/hse-national-...>
(<https://www.hse.ie/eng/services/publications/serviceplans/hse-national-service-plan-2024.pdf>)

Further information on the HSE National Service Plan 2025 can be found here: <https://about.hse.ie/publications/hse-national-service-plan-2025>
(<https://about.hse.ie/publications/hse-national-service-plan-2025>)

**Informal enquiries for this position are welcomed by contacting:
Sharon Lane, CEO Dyspraxia/DCD Ireland sharon@dyspraxia.ie
(<mailto:sharon@dyspraxia.ie>) Mob: 087 6441611 (tel:0876441611)**

Closing date for receipt of applications is 20th April 2025
Interviews will be held online on the 25th April 2025

Region

Remote & Hybrid

Date Entered/Updated

2nd Apr, 2025

Expiry Date

20th Apr, 2025

Source URL: <https://www.activelink.ie/vacancies/health/114863-dyspraxia-dcd-ireland-senior-occupational-therapist-potts-programme-coordinator>