**Person Specification**

**Therapy Coordinator**

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| Criteria | Essential | Desirable | How identified |
| Qualifications and Training | * Recent Relevant experience in the field of SEND * GCSE Maths and English, Grade C or above or equivalent. * Full UK Driving licence * Midas training or willingness to complete | * Experience of working closely with a range of Therapists i.e. SaLT, OT and Physio * Rebound therapy training. * Hydrotherapy training * Moving and Handling training. | Application  Interview |
| Knowledge and Experience | * Experience of using effective information systems. * Experience of working in a social care or educational environment. * Experience of working in a forward-facing role * Experience of working with a multi-disciplinary team. | * Experience of working in voluntary sector or the healthcare sector * Experience of undertaking assessments with students / clients/patients * Teacher/Tutor Training * Nursing/healthcare Qualification | Application  Interview |
| Skills and Abilities | * Excellent organisation skills & ability to organise others * Approachable and an excellent communicator with good interpersonal skills and ability to quickly build relationships with young people and their families. * Excellent problem solving skills with a solution focused attitude. * To be able to write/update documentation, including plans and risk assessments * Ability to clearly communicate with outside agencies * Good skills and confidence in decision making appropriate to the role. * Excellent team work skills * Attention to accuracy and   detail.   * IT literate, including proficiency in all aspects   of Microsoft Office   * Ability to organise and prioritise own workload on a daily basis * Excellent written and oral communication skills and able to adapt to different levels and communication needs. | * The ability to quickly build a rapport and working relationship with staff and volunteers at all levels * Contributes to team work, valuing others, sharing skills and expertise. | Application  Interview |
| Attitudes and Values | * Positively Championing and promoting the organisation * Committed to the principles of equal opportunities * Committed to the mission, vision & values of FHL * Non-judgemental attitude * A flexible and positive work ethic * Drive to continuously improve quality and research new initiatives. * Interacts and expresses ideas in a professional and appropriate fashion. | * Knowledge of the organisation * Knowledge and understanding of the therapeutic needs of young people with complex needs. | Application  Interview |
| Others | * Ability to travel between sites and throughout the area and wider afield as required. * Ability to undertake   assessments in students  own homes if required.   * Responsive to a changing environment in a positive and creative way. * Good general health and the ability to undertake moving and handling tasks. * Ability to actively take part in therapy sessions, including hydrotherapy (in pool and poolside) and rebound therapy. |  | Application  Interview |