



**Head to Toe Therapies**  
Unit 50 2 Eileen Good Street  
Greenway  
0468 612 381  
info@headtotoetherapies.com.au

## **Position Description: Allied Health Staff (Occupational Therapist)**

**Position:** Occupational Therapist  
**Organisation:** Head to Toe Therapies  
**Location:** Greenway, ACT  
**Position Type:** Part-Time (Flexible)  
**Hourly Rate:** \$40 - \$50

### **About Head to Toe Therapies**

Head to Toe Therapies is a leading physiotherapy and allied health practice in Greenway, ACT, dedicated to compassionate, intuitive, and holistic care. Specialising in paediatric clients while serving all ages, we deliver innovative, evidence-based services to enhance life skills and achieve personalised outcomes. Our collaborative, multidisciplinary team upholds a supportive environment guided by our core values.

### **Position Overview**

We are seeking an Occupational Therapist to join our growing team, providing client-centered services, with a focus on paediatrics. The role involves developing and implementing programs aligned with Head to Toe Therapies' ethos to deliver innovative, impactful outcomes for clients.

### **Key Responsibilities**

- Conduct Functional Allied Health Assessments for new clients, set goals with parents/carers, provide Home Exercise Programs after initial sessions, and perform regular reviews
- Provide evidence-based therapeutic services to clients, primarily paediatric, using techniques like therapeutic massage, Cuevas Medek Exercises, TheraSuit, Sensory Strategies and Vital Stim, in line with the EBP framework
- Write letters to GPs/paediatricians post-initial consults, detailing conditions, treatment goals, and prognosis
- Seek patient referrals, ensure timely follow-ups, and maintain accurate, organised clinical documentation with appropriate terminology
- Communicate professionally with clients, families, carers and health practitioners (e.g., nurses, doctors, carers) where consent is given, to support collaborative care and prioritise patient interests

- Participate in multidisciplinary staff meetings and support colleagues during busy periods, demonstrating adaptability and accountability in a dynamic work environment
- Create social media content to engage the community
- Adapt to workplace needs while working within the scope of the allied health profession
- Contribute to planning, implementing, and evaluating quality management systems
- Deliver Manual Handling or Falls Prevention Programs and safety plans as needed
- Contribute to quality improvement initiatives, including evaluating documentation and consultation processes, to enhance service delivery
- Adhere to Head to Toe Therapies' Work Health and Safety practices and procedures
- Represent Head to Toe Therapies positively in all interactions

## **Selection Criteria**

### **Essential**

- Tertiary qualification in Occupational Therapy
- Current registration with AHPRA
- Experience delivering evidence-based, client-centered interventions (paediatric experience desirable)
- Excellent communication and interpersonal skills for engaging clients, families, and teams
- Ability to maintain accurate, accessible clinical documentation
- Commitment to multidisciplinary teamwork and collaborative care
- Commitment to Head to Toe Therapies Values and Work Health and Safety practices and procedures
- Valid Working with Vulnerable People (WWVP) check and National Police Check

### **Desirable**

- Knowledge of NDIS frameworks and funding processes.
- Experience with innovative treatment modalities (e.g., Therasuit, Vital Stim, Trexo Robotics).
- Skills in creating social media content.
- Familiarity with Manual Handling or Falls Prevention Programs

## **Our Values:**

### **Relationship Building & Inclusivity**

We build strong, collaborative relationships in a positive, gossip-free workplace, prioritizing compassion to empower clients and families with respectful, supportive care. Through multidisciplinary collaboration, we ensure inclusive, client-centered care planning and communicate client needs clearly to all stakeholders.

## **Integrity & Personal Awareness**

We uphold high standards of professional conduct, safeguarding client dignity, privacy, and confidentiality. By demonstrating self-awareness, accountability, and lateral thinking, we meet diverse client needs and deliver intuitive, high-quality care to achieve optimal health outcomes.

## **Holistic Quality Care**

We collaborate within a multidisciplinary team, respecting each others' expertise, to tailor strategies that best address each client's unique physical and emotional needs. Through compassionate, individualized care, our goal is to enhance client well-being and quality of life.

## **Benefits**

- Competitive remuneration with salary packaging
- Flexible work arrangements for work-life balance
- Supportive team with regular supervision and mentoring
- Professional development opportunities, including in-house and external training
- Modern clinic with state-of-the-art equipment
- Opportunity to positively impact clients and the community

## **How to Apply**

Submit your resume and cover letter addressing the selection criteria to [info@headtotoetherapies.com.au](mailto:info@headtotoetherapies.com.au)

Applications close 5pm, Sunday 15 June 2025

For further information, contact Harj on 0468 612 381

*Head to Toe Therapies is an equal opportunity employer and encourages applications from all backgrounds, including Aboriginal and Torres Strait Islander peoples, people with disabilities, and those from culturally and linguistically diverse communities.*