

Post title	Habilitation Specialist
Division / Section	ASLS, Sensory Team
Department	Communities and Families
Responsible To	Deputy Head Teacher
Number of post holders	1
Acting up/ Secondment	N/A

Purpose of Job

- To deliver high quality habilitation and mobility service in Edinburgh, Mid and West Lothian including assessment, training and advice for children and young people (CYP) with vision impairment (VI).
- To maximise the independence and inclusion of CYP with VI through working with professionals and parents/carers in educational settings and in the community.
- To participate as a team member in the operation, promotion, evaluation and development of the service and its provision for CYP with VI.

THE WHAT - MAJOR TASKS/JOB ACTIVITIES

- To carry a caseload and work autonomously on referrals under the guidance of the line manager and colleagues. Develop, implement and evaluate highly specialist habilitation plans and programmes for pupils and their families, which will require regular adjustments.
- To promote and safeguard the health, welfare and safety of the CYP with VI.
- To work in a range of school settings across Edinburgh, Mid and West Lothian. This will most often include visits to schools, home visits and other community locations.
- To support the networking of good practice across Edinburgh, Mid and West Lothian.
- To liaise with other professionals as appropriate including Teachers and Support Staff, Paediatricians, Educational Psychologists, Voluntary Sector providers regarding own caseload, in a manner consistent with ASLS principles.
- This list is indicative, not exhaustive, and describes a range of typical activities undertaken by the post.

THE HOW - KNOWLEDGE AND SKILLS (E.G. CREATIVITY & INNOVATION, CONTACTS & RELATIONSHIPS, DECISION MAKING)

- Hold a relevant diploma level qualification.
- Post qualifying experience ideally to include work with CYP and families.
- Maintaining up to date professional awareness and knowledge of habilitation strategies across the broad spectrum of diverse VI pupils and CYPs problems and disorders.
- To provide an habilitation assessment of the needs of CYP with VI and advise, support and deliver training to maximise CYP's mobility, independence and social skills in their educational settings, homes and community.
- To emphasise and advocate for the importance of cross-curricular habilitation (mobility, orientation and independence skills) education in schools and for the transfer and reinforcement of mobility, orientation and independence skills to the home.
- To design individual habilitation programmes including independent mobility and independent living skills and to implement these with the support from appropriate professionals and the CYP's family. This will include programmes which sometimes run outside of school hours, such as the assessing and teaching of the routes to and from school.

- To manage and prioritise own caseload with appropriate supervision and support, to monitor CYP's progress and report on this, and to liaise with QTVIs (Qualified Teachers for the Visually Impaired) and parents/carers and other professionals as appropriate.
- To provide written advice and recommendations, contribute to statutory assessments and to the development of guidance documents.
- To contribute to environmental audits to ensure appropriate access to buildings and take into consideration safety issues.
- To plan and deliver training to groups of people including other professionals.
- To assist in devising transition plans for children moving phases and contribute to transition plans and the design, implementation and evaluation of habilitation programmes.
- Under the guidance of the line manager, work autonomously on referrals received/allocated, develop, implement and evaluate highly specialist plans and programmes of habilitation care for children, young people and their families.
- To work to overcome barriers to engagement, seeking support from colleagues in the VI Team and ASLS Line Manager.
- To communicate clearly and effectively information to pupils, parents/carers, colleagues and school staff and associated professionals e.g. Community Paediatricians. Acknowledging barriers to understanding, adjusting communications accordingly and using a variety of specialised methods.
- Multi-tasking including listening, assessment, planning, feedback and working in a highly demanding situation.
- To make autonomous decisions, judgements and professional assessment involving complex facts and situations that require analysis/interpretation and where expert opinion may differ. Monitor one's own effectiveness with each case and/or the presenting problem, to determine whether consultation or supervision with a colleague or ASLS line manager is required.
- Such other duties and activities as may be appropriate at the request of the Team Leader of the Vision Support Team without altering the general nature of the post or its range of responsibilities.
- This job description sets out the key outcomes required. It does not specify in detail the activities required to achieve these outcomes.

Supervision and Management of People

None

Resources

- Responsible for maintaining data on electronic systems and a range of VI resources

ENVIRONMENT (WORK DEMANDS, PHYSICAL DEMANDS, WORKING CONDITIONS, WORK CONTEXT)

- Dealing with pupils, families and with multi-agency systems that may be resistant to change.
- The post holder will mostly work in a busy school environment, will meet pupils at home as required, & attend meetings/training at ASLS bases and other settings where appropriate.

HEALTH AND SAFETY

Protecting the health and safety and welfare of our employees, and our third parties including members of the public, contractors, service users and pupils, is the starting point for a forward-thinking Council.

All employees are responsible for:

- Taking care of their own health and safety and welfare, and that of others who may be affected by their actions or omissions;
- Co-operating with management and following instructions, safe systems and procedures;
- Reporting any hazards, damage or defects immediately to their line manager; and
- Reporting any personal injury and work related ill health, and accident or incident (including 'near misses') immediately to their line manager, and assist with any subsequent investigation, including co-operating fully with the provision of witness statements and any other evidence that may be required.

Line managers have additional responsibilities for ensuring all health and safety risks under their management are identified, assessed and controlled, with specialist input from H&S Advisers and others including Occupational Health where required. Where the risks cannot be adequately controlled the activity should not proceed.

Additional information can be found in the [Council Health and Safety Policy](#)

