



**Job Profile and Working for Stockport Council**

Our Council

Our employees are our **greatest asset**. We’re proud of the way we provide vital frontline services every day and work together, as **one team.**

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at <https://greater.jobs/locations/stockport/>

|  |  |  |
| --- | --- | --- |
| **Role:** |  | Equipment and Adaptation Officer |
|  |  |  |
| **Service Area:** |  | Prevention, Wellbeing and Independence |
|  |  |  |
| **Directorate:** |  | Services to People - Adults |
|  |  |  |
| **Salary Grade:** |  | Grade 5 Point 12-17 |

**About the Job**

**Main Purpose of the Job**

To assess and arrange the provision of standard equipment and adaptations to people with a physical disability/ sensory loss in order to maximise their independence and support carers in their caring role.

**Key Responsibilities**

* To carry out assessments of need for adults with a disability in the community and to arrange provision of equipment and adaptations to support wellbeing and independence

* To formulate careplans and recommend most effective method of provision to meet assessed need. To arrange the provision, fitting and maintenance of equipment and adaptations to promote independence and reduce risks.
* To work in consultation with other agencies and organisations to provide services to people in need of equipment and adaptations.
* To contribute to electronic records as required by relevant policies and procedures and good practice guidance.
* To provide advice and information to other staff, service users and carers to increase functional independence and reduce risk.
* To attend relevant meetings and to contribute to the professional development of self and others.
* To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
* To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities.

**Additional Information**

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

**About You**

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

* Knowledge of medical conditions and an awareness and understanding of the needs of people with disabilities and/or sensory loss (Visual and Hearing Impairment)
* Knowledge and understanding of the effects of disability on the individual and how it may impact everyday life.
* Knowledge of equipment and adaptations available for people with a physical disability and/or sensory loss.
* Knowledge of how equipment and adaptations can increase functional independence and reduce risk.
* Knowledge of resources and services to enable people to live independently in the community
* Ability to prioritise and organise own workload within a fast-paced environment.
* Problem solving and decision-making skills
* Experience of using different IT systems to enable timely and accurate record keeping.
* Ability to demonstrate effective verbal and written communication skills
* BTEC Provision of Community Equipment or similar qualification eg NVQ, Trusted Assessor Award or a willingness towards gaining this qualification.
* Have a license to drive a car and have a car available to use at work (adjustments to the role may be possible if you are unable to drive due to a disability)
* Have the ability to undertake visits to service users’ homes and be able to access all areas of the home environment including the stairs.
* Have the ability to fit and demonstrate equipment in service users’ homes.

To work to the Council’s values and behaviours by:

* Keeping the people of **Stockport** at the heart of what we do
* Succeeding as a **team**, collaborating with colleagues and partners
* Driving things forward with **ambition**, creativity and confidence.

Showing value and **respect** to our colleagues, partners and customers.