



Specialist Neurological Occupational Therapist

Job Description & Person Specification

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Version no.	Date	Summary of changes
1	03/09/2025	Draft created

Our mission

At STEPS Rehabilitation, our mission is to enable individuals to reach their fullest potential following catastrophic injury or illness, through expert, compassionate, and cutting-edge rehabilitation. We deliver bespoke, evidence-based therapies, led by an exceptional interdisciplinary team, to achieve the highest standards of recovery and life quality.

We build strong partnerships with clients, their families, and external professionals from the outset — ensuring rehabilitation programmes, discharge planning, communication, and support are seamless from day one.

As a nationally recognised, multi-award-winning residential centre for neurological and complex trauma rehabilitation, we welcome individuals aged 16 and over from across the UK and beyond.

Our work sets benchmarks in clinical excellence, innovation, and research in neurorehabilitation.

Our philosophy

We believe recovery is a truly collaborative journey, involving not only each individual but also their families and friends, who support their efforts every step of the way. We engage everyone as much as they wish in this process.

By harnessing each person's unique drive and determination, alongside our clinical expertise, unwavering care, and a blend of cutting-edge technologies, traditional therapies, and comprehensive residential rehabilitation, we strive to achieve the best possible outcomes.

We provide the tools and support individuals need to challenge themselves and push their recovery to its fullest potential, empowering them not only to recover — but to thrive.

Our people

We know that exceptional care begins with exceptional people. That's why we've built a specialist interdisciplinary team, who bring not only skill and experience, but real compassion to every interaction. We employ 180+ team members in both clinical positions and in business support roles and we are proud of the culture we have established where all team members share our philosophy, values and dedication to delivering excellent client care.

Our team is united by a common purpose, dedicated to continually learning from one another, and committed to giving their utmost for those we support.

We invest and nurture the development of our team, and through training, shared learning, and research, we give them the tools to grow, stay inspired, and remain at the forefront of their area of work.

Our values & behaviours

Care

We provide exceptional, individualised, holistic care that meets the emotional, physical, and psychological needs of each person.

Expected behaviours:

- Show genuine concern for colleagues' wellbeing. Check in, offer help, and listen actively.
- Take responsibility for the impact of your actions on others.
- Prioritise quality and safety in your work to protect clients and teammates.

Family

Family is at the heart of everything we do. We welcome the involvement of loved ones throughout the rehabilitation process, in line with each individual's wishes.

Expected behaviours:

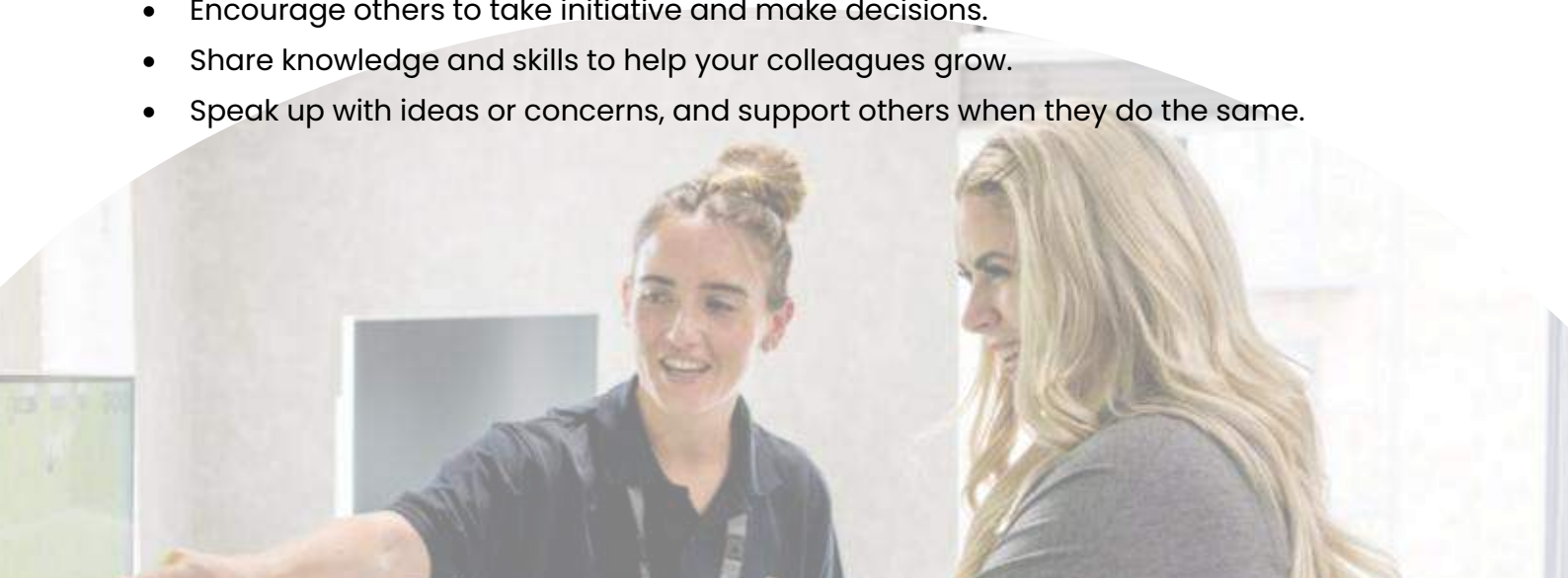
- Foster a sense of belonging by celebrating team wins and supporting each other through challenges.
- Respect personal boundaries and work-life balance.

Empowerment

We equip individuals with the tools, knowledge, and confidence to reach their optimal potential.

Expected behaviours:

- Encourage others to take initiative and make decisions.
- Share knowledge and skills to help your colleagues grow.
- Speak up with ideas or concerns, and support others when they do the same.



Dignity

We treat every person with respect, compassion, and humanity — always.

Expected behaviours:

- Honour commitments and follow through with integrity.
- Address conflict constructively and privately, never undermining others.

Collaboration

Recovery is a shared endeavour. Our strength lies in true teamwork — individuals, families, and team working together.

Expected behaviours:

- Communicate openly and work together toward shared goals.
- Value diverse perspectives and seek input from others.
- Be generous with credit and celebrate team contributions.

Transparency

Honesty underpins all we do. From assessment and goal setting to outcomes and reporting, we are open, clear, and accountable.

Expected behaviours:

- Share information clearly and promptly to avoid confusion or mistrust.
- Admit mistakes or wrongdoing and learn from them. Report any concerns.



A message from your Head of Department

As an Occupational Therapist at STEPS, you are enabling clients to regain independence, confidence and quality of life.

Being part of the STEPS team means working collaboratively, supporting colleagues across disciplines, sharing knowledge and always keeping the client at the centre of what we do.

Success in this role is measured not just by clinical outcomes, but by the compassion, professionalism, and teamwork undertaken each day.



Job description

Job title: Specialist Neurological Occupational Therapist

Reports to: Lead Occupational Therapist

Salary: Dependent on experience

Location: Alexander House, 30 Troutbeck Road, Sheffield S7 2QA

Hours of work: 22.5 hours

Purpose of the role:

To provide specialist occupational therapy assessment, treatment, and rehabilitation for people with neurological conditions, including acquired brain injury, stroke, and other complex neurological disorders. To deliver evidence-based interventions to maximise independence, participation, safety, and quality of life, while working collaboratively within an inter-disciplinary team.

To promote STEPS values whilst contributing to the vision and mission of the service.

Specific responsibilities

This Job description is an outline which reflects the present requirements of the post and is not intended to be exhaustive list of duties the post holder will be expected to fulfil.

- To assess and provide OT assessment and intervention, addressing occupational performance in the areas of self-care, leisure and productivity
- To deliver specialist OT assessment and intervention to clients with cognitive, sensory, perceptual, motor, behavioural, emotional and psychological needs
- To provide specialist neurological rehabilitation support, advice and education to the wider interdisciplinary team
- To undertake the client key worker role within STEPS Rehabilitation
- To involve clients and carers in the development and delivery of goals within the rehabilitation plan
- To assess, implement and monitor individual client rehabilitation plans
- Carry out community visits and home assessments where appropriate to support a client's community integration and transition from STEPS
- Support with discharge planning alongside the interdisciplinary team
- Identify a range of specialist equipment to optimise functional independence, quality of life and manage risk
- To facilitate and lead group-based rehabilitation programmes

- To support and contribute towards best interest decision making in accordance with the Mental Capacity Act
- To complete required documentation including clinical notes and comprehensive reports within a timely manner
- To ensure accurate recording and monitoring of relevant outcome measures
- To apply manual handling principles as outlined by legislation and department procedures
- To adhere to and carry out individual client risk assessments
- In conjunction with the wider interdisciplinary team, to ensure personal care and nutritional needs of clients are met
- To be flexible and able to offer support to other clinical areas as required
- Provide supervision and support to junior OTs, assistants and students
- To have an awareness of current evidence-based OT practice and research in relevant to the client group
- To initiate and lead on service development projects in conjunction with the wider interdisciplinary team e.g. education, training, audits with support from Lead OT/ Head of Therapies
- To identify service equipment needs and resources to the Lead OT/ Head of Therapy
- To be compliant with the clinical governance requirements operating within STEPS procedures
- To act upon and escalate issues as required following STEPS guidance and operating procedures
- To adhere to the Royal College of OT code of ethics and professional conduct

Person specification

Area	Essential	Desirable	Assessment Method
Qualifications	Registered with HCPC Degree level qualification in Occupational Therapy Evidence of continuing professional development including postgraduate courses / qualifications Qualification / short courses in staff management / supervision	Membership of Royal College of Occupational Therapists and a relevant specialist section group Key trainer/train the trainer qualification Leadership, mentorship or supervisory course Clinical Educators Course	
Experience	Minimum of 5 years clinical experience working in Neurological rehabilitation including Brain Injury and/or Stroke Specialist Neurological rehabilitation experience in Knowledge in wheelchairs, seating	Experience in Prolonged Disorders of Consciousness Experience in spinal injuries Experience in traumatic amputee rehab Experience in Neurological handling skills Casting and Splinting experience	

	and postural management Experience in delivering cognitive rehabilitation Managing own workload Experience of supervising, supporting and delegating to OTs, assistants or students. Experience in assessing for equipment and discharge planning. Setting and reviewing client centered goals Documented evidence of continuing professional development IT experience including Microsoft Office packages Experience of working within governance frameworks e.g. clinical systems, data management, complaints, reporting incidents	Evidence of Post Grad level in specialism/Masters level study Experience of working in a private medical setting Experience of writing medico – legal reports Experience of audit functions	
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Personal Attributes	Creative, innovative, inclusive and engaging approach to patient care Excellent problem-solving skills Able to deal with difficult situations appropriately Excellent communicator both written and verbal. Able to demonstrate excellent listening skills Able to work as part of an interdisciplinary team. Excellent time management Adaptable and flexible Full UK Driving Licence and willingness to drive as part of role		
Equal Opportunities	Ability to demonstrate an awareness of equality and diversity obligations when delivering care and also towards colleagues.		Application, interview

Interview Process

Candidates who have been shortlisted for interview will be invited to attend an in-person interview with our Director, Toria, the hiring manager Lucy Wright Head of Therapies.

The interview will last for approximately 1 hour and will include the following:

- A tour of the centre with a member of the team, this will give the candidate the opportunity to ask questions about the role and STEPS.
- An interview with the panel

If you require more information about the recruitment process, please contact us at work@stepsrehabilitation.co.uk

Equal Opportunities Statement

We are committed to ensuring that all job applicants and members of staff are treated equally, without discrimination because of gender, sexual orientation, marital or civil partner status, pregnancy or maternity, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age.

Please contact us at work@stepsrehabilitation.co.uk if you require any reasonable adjustments during our application process.