

Lancashire County Council

Combined Role Profile

Grade Profile - Technical/Professional - (Grade 8)

Applies to **all** technical/professional posts at Grade 8

Purpose

Technical specialists who are highly experienced practitioners within a professional area (e.g. Legal, Engineering, HR, Social Work). As entrant levels to professional disciplines, they have a workload requiring the application of both applied and theoretical knowledge.

Scope of Work

Roles are typically reactive and working within clearly established service and professional guidelines. Roles will need to apply judgment and analysis to identify alternative solutions to a variety of routine situations. They will need to be proficient in delivering all routine aspects of the job but will be increasingly involved in non-routine work e.g. supporting less experienced staff or taking part in project work with more senior members of staff. Communication skills are important as role holders will be interacting with internal and external customers regularly.

Accountabilities/Responsibilities

- Select appropriate procedures to independently carry out more complex technical tasks of an increasingly higher risk nature (e.g. designs, inspections, assessments, analyses) to produce the required technical output (e.g. identification of customer need, implementation or routine service processes)
- Undertake specialized technical and analytical support activities to assist professional colleagues in delivering more complex services
- Collate and analyse technical data from a variety of sources and interpret findings for review by more senior colleagues. May include producing ad hoc reports or project work.
- Provide information, advice and guidance to customers by interpreting established procedures, using technical experience and by applying best practice within the field.
- Provide on the job training, mentoring and guidance to less experienced members of staff to ensure they are able to develop the necessary skills to deliver in their role
- Regularly communicate with other agencies and service providers to share information, build working relationship and to ensure joined up service provision
- Suggest improvements to current working methods to contribute to improvements in service delivery

Skills, knowledge and experience

- Recognised vocational or professional qualification plus broad experience in area of expertise. May be working towards a professional qualification or be of graduate entry level with sound practical experience.
- Detailed knowledge of own service area and relevant working systems, equipment and/or IT software, plus an awareness of council policies and services related to the role.
- Analytical skills and problem-solving capability.
- Ability to informally train and mentor less experienced staff.
- Ability to influence others based on technical or professional expertise.
- Ability to build and maintain effective networks and relationships.

In addition to the skills knowledge and experience described above, you may be required to undertake a lower graded role as appropriate.

Performance Indicators

- Quality of own work against legal, safety and best practice standards
- Adherence to internal/external quality standards if applicable
- Adherence to policies and procedures
- Accuracy and timeliness of information recording and processing
- Customer feedback

Lancashire County Council

Operational Context Form

Post title: Rehabilitation Officer for Vision Impairment					
Directorate: Adult Social Care, Health and Wellbeing			Location:	Wyre, primarily	
Establishment or team:		Sensory Impairment		Post number:	F-291-0007
Grade:	Grade 8	Staff responsibility:	No	Essential Car user:	Yes

Scope of Work – appropriate for this post:

The role of the Rehabilitation Officer (ROVI) will be to provide expert rehabilitation work and social care practice of an excellent standard.

Under the leadership and management of the Sensory Impairment Team Leader, the person will provide an accountable statutory rehabilitation and enablement service to include high quality, timely and focussed needs assessment intervention, care/support planning and reviews appropriate to the work of the team.

To identify, deliver and evaluate professional outcome focused rehabilitation interventions to people with vision impairments to enhance their skills and confidence to maximise their independence.

To provide specialised support in relation to visual impairment issues and complex needs to social workers, social care support officers, occupational therapists and other colleagues.

To communicate effectively with customers, carers and other agencies and professionals to support the delivery of co-ordinated response to customers' needs.

Accountabilities/Responsibilities – appropriate for this post:

To contribute to the delivery of personalised social care services as outlined in national legislation and guidance in line with the county policies and procedures.

To undertake specialist, technical and high quality vision impairment assessments with people who have vision impairments and their carers to identify their needs and aspirations in order to promote independent living.

To plan, implement, evaluate and review rehabilitative services aimed at maximising and maintaining independence, safety, dignity and choice. Rehabilitation may include, but not be restricted to:

- * Daily Living Skills – to provide Daily Living Skills training; to include the teaching of new skills or adapted practice for all aspects of daily living, home management, employment and leisure.

- * Communication Skills – To provide communication training; to include all forms of access to communication including, but not limited to, print, Braille, Moon, audio description, ICT, telephones, Deafblind manual and block alphabet.

* Orientation and Mobility training – To develop planned programmes of training to develop independence in indoor and outdoor mobility environments, including, but not limited to, training in guiding skills, pre-cane, long cane, orientation (including specialist equipment) and route planning techniques.

* Low vision - To provide low vision training/therapy in coordination with local NHS low vision services that helps individuals make the best use of functional vision, magnifiers, lighting and other low vision aids.

To effectively prioritise and manage your caseload with support and direction from the SI Team Leader.

To keep timely and effective records in connection with the work undertaken using social care electronic records.

To ensure that the ROVI service is outcome focused and that ROVI training programmes are goal orientated and reviewed regularly.

To work with people who have vision impairments and additional complex needs such as dual sensory loss, learning, physical and mental health disabilities in recognition of the cumulative effect of additional disabilities. To provide support to other social care colleagues in support planning in such cases.

To assess and recommend minor works of adaptation as highlighted in the specialist visual impairment assessment and liaise with all relevant parties in line with LCC's policies.

To undertake assessments of need regarding community equipment and aids to daily living alongside Occupational Therapists as necessary.

To undertake assessments of need regarding Telecare services.

To contribute to effective team working and to service development and to work with management to identify improvements that could be introduced to enhance the efficiency and effectiveness of the Directorate.

To promote the creative and flexible use of personal social care budgets to appropriately meet the needs of customers and carers.

To work within a safeguarding framework to identify, manage and where possible reduce the risk to visually impaired people, family, carers, communities, self and colleagues.

To understand the psychological aspects of sight loss.

To signpost and or refer individuals to partners in local authority, health service, education service, welfare and employment services, voluntary sector and other community services as needed.

To support people with vision impairments to represent their culture, needs, views and circumstances where appropriate.

To have an up to date knowledge of legislation in connection with sight impairment registers and to provide support and advice to other social care colleagues to support this process.

To be part of the ROVI duty system by carrying out referral screening and making duty allocation decisions.

To provide ROVI cover in other areas of the county when required

Additional supporting information – specific to this post.

Personal and Professional Development

To practice in accordance with the National Occupational Standards for Specialist Sensory Workers.

To maintain a current working knowledge of the safe use of a wide range of specialist equipment.

To maintain an up-to-date knowledge of: eye conditions and treatments; knowledge of the practical application of teaching and learning theories.

To keep up to date with changes in policy and legislation in relation to visual impairment, dual sensory loss and general social care

To participate in continuous personal and professional development in line with LCC policy including attending formal training.

Prepared by:	James Tween	Date:	30/06/2025
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The above form sets out the area of work in which duties will generally be focused, and gives an example of the type of duties that the postholder could be asked to carry out. **PLEASE NOTE** that this is for guidance only. Postholders are expected to be flexible and to operate in different areas of work/carry out different duties as required.

Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must cooperate with us to apply our general statement of health and safety policy.

Safeguarding Commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

Customer Focus We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Skills Pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and /or numeracy if they do not have one already.

Lancashire County Council

Person specification		
Post title: Rehabilitation Officer for Vision Impairment		Grade: Grade 8
Directorate: Adult Services and Health and Wellbeing		Post number: F-291-0007
Establishment or team: Sensory Impairment Team		
Requirements	Essential (E) or Desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
Qualifications		
Degree/diploma in rehabilitation work (Visual Impairment) or equivalent vision rehabilitation qualification	E	AF
Registration with the Rehabilitation Workers Professional Network	D	AF
Experience		
Experience of rehabilitation work with people with vision impairment in an organisation providing care/health services.	E	AF/I
Experience of working independently in the delivery of person-centred outcome focused rehabilitation training programmes.	E	AF/I
Experience of assessing for specialist vision impairment equipment and assistive technologies	E	AF/I
Experience of working with people with a dual sensory loss.	E	AF/I
Experience of working with people who have vision impairment and additional needs.	D	AF/I
Knowledge and skills		
Specific professional expertise in rehabilitation work with people with a vision impairment.	E	AF/I
Current knowledge of eye conditions and diseases and their management	E	
Ability to formulate and implement person centred outcome focused rehabilitation training programmes	E	AF/I

Ability to keep accurate and timely records	E	AF/I
An understanding of the vision impairment registration process and local authority duties in relation to this.	E	AF/I
Knowledge and understanding of social care services	E	AF/I
The ability to prioritise and effectively manage a caseload	E	AF/I
Up to date knowledge of social care policy and legislation both in relation to broad social care practice and in relation to the specific issues about vision impairment.	E	AF/I
Ability to work both in a team and under own initiative, as required.	E	AF/I
Good communication skills.	E	AF/I
To have knowledge of the cultures and religions of the communities of Lancashire.	E	AF/I
To have the ability to value diversity and work across cultures.	E	AF/I
To have the ability to liaise with other agencies.	E	AF/I
To have skills in dealing with the public sensitively often at times of distress.	E	AF/I
To promote and advise on the ROVI service by providing awareness training sessions and support to other social care staff.	E	AF/I
Empathy and sensitivity to the needs of people with a visual impairment.	E	AF/I
Other (including special requirements)		
1. Commitment to equality and diversity	E	I
2. Commitment to health and safety	E	I
3. Display the LCC values and behaviours at all times and actively promote them in others	E	I
4. A flexible approach to work eg occasional evening work to carry out mobility training for people who require night time travel skills	E	I
5. The post holder will be expected to familiarise themselves with relevant computer systems	E	I
6. A willingness to undergo further training as required by the job	E	

This is an essential car user post. However in certain circumstances consideration may be given to applicants who as a consequence of disability are unable to drive.		
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Date: 30/06/2025

Note: We will always consider your references before confirming a job offer in writing.
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PRE-EMPLOYMENT RISK IDENTIFICATION FORM (R.I.F.)

(NB Completion of this form does not fulfill the requirement to undertake a general risk assessment under the management Health and Safety at Work Regulations 1999)

A Pre-employment Risk Identification Form must be completed by the Head of Service/Headteacher/Line Manager. If any assistance is required in completing this form, please contact the Health and Safety Team.

CONFIDENTIAL

Team/Establishment:

Post title: Social Worker

Description of main activities the employee will be required to undertake (or attach role profile): See role profile above for details.

Form completed by:

- A. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

Managers should note that if any of the following 10 activities are involved, there is an automatic requirement for a pre-employment assessment by Occupational Health and, possibly, for subsequent Health Surveillance.

		YES	NO
1	Work at heights (<i>e.g. over 2m from tall step/extension ladders; scaffold towers, roofwork etc</i>).	<input type="checkbox"/>	X
2	Work in excessively noisy environments above statutory control limits (<i>Highly unlikely to include examples associated with any office environments. Examples might include use of woodworking machinery, road drilling, masonry cutting etc</i>).	<input type="checkbox"/>	X
3	Work in unusual environmental conditions (<i>e.g. where access or egress or free flow of air may be restricted or where there may be a build up of gases, vapours or fumes or the use of breathing apparatus is required</i>).	<input type="checkbox"/>	X
4	Use of hand operated tools and equipment known to be associated with hand arm vibration syndrome (<i>e.g. percussive metalworking tool; rotary handheld tool [not floor polishers]; grinders; percussive hammers and drills etc</i>).	<input type="checkbox"/>	X
5	Driving a heavy goods vehicle, coach, bus or minibus belonging to Lancashire County Council, transporting others in their own vehicle, or regularly transporting more than three other people as part of normal duties.	<input type="checkbox"/>	X
6	Some contact with hazardous substances (<i>e.g. chemicals with an orange warning label indicating: very toxic; toxic; harmful; corrosive; sensitising by inhalation/skin contact; carcinogenic; mutagenic; toxic for reproduction; professional bio/pesticides; organophosphates; gluteraldehyde; latex gloves</i>).	<input type="checkbox"/>	X
7	Prolonged or frequent exposure to machine generated wood dust, or other heavy or excessive concentrations of mineral dust.	<input type="checkbox"/>	X
8	Work with lead or lead-based products (<i>e.g. some paints</i>).	<input type="checkbox"/>	X
9	Food handling/preparation (of raw or uncooked food only).	X	<input type="checkbox"/>
10	Occupational fieldwork or work in extreme conditions (<i>e.g. involving excessive heat or cold or frequent walking for long distances over rough terrain in all weather conditions, forestry/countryside work</i>).	X	<input type="checkbox"/>

B. The post to which this form refers will or may involve one or more of the following activities. (Please indicate YES or NO)

This section is for the information of applicants and does not facilitate a referral to Occupational Health.

		YES	NO
11	Face to face contact with the public/service users (<i>e.g. at sensitive front-line posts re abuse, aggression, assault</i>).	X	<input type="checkbox"/>
12	Working in isolation/lone working.	X	<input type="checkbox"/>

13	Work with electrical wiring (<i>e.g. colour blindness</i>).	<input type="checkbox"/>	X
14	Work where there may be an increased risk of needlestick injuries or blood borne infections HIV; Hepatitis B; Hepatitis C: (<i>e.g. site supervisors; site work, grounds or buildings maintenance, gardeners; some carers</i>).	<input type="checkbox"/>	X
15	Work that may bring the employee into contact with rats, rat contaminated ground or other animals or livestock (<i>e.g. risk of weils disease, other animal borne diseases, zoonoses</i>).	<input type="checkbox"/>	X
16	Manual handling (<i>other than routine office/administrative lifting and carrying e.g. assisting / moving service users with mobility problems, portering type activities</i>).	<input type="checkbox"/>	X
17	Working with vulnerable service users (<i>e.g. children with disabilities; the elderly; children/adults with learning difficulties; alcohol/drug abusers</i>).	X	<input type="checkbox"/>
18	Work involving repetitive movements or forced posture (<i>e.g. twisting, screwing, movements of the hands wrists, arms and/or shoulders awkward body and limb posture or excessive force, bending, kneeling</i>).	<input type="checkbox"/>	X
19	Work as a regular display screen user (<i>where more than 1/3 of a person's time is spent using DSE continuously over any 1-month period</i>).	X	<input type="checkbox"/>

Any other occupational hazards/comments that you consider to be relevant to the post which are not included above:

N/A

Line Manager:	
Telephone mber: Number	Date: