

JOB TITLE	Ergonomic & Human Factors Onsite Specialist		
LOCATION	Fareham & Petersfield & Suffolk House		
REPORTS TO	Clinical Lead of Work Place Assessments	DIRECT REPORTS	Clinical Team

MAIN PURPOSE OF THE JOB: (JOB SUMMARY)

You will embed yourself into the client's culture, ethos and methods while being responsible for actively exploring ways to improve the site ergonomics, leading on a multitude of projects, helping reduce musculoskeletal issues, improving methods of working, presentations, group work and exercise. This role is split over 2 sites. This is to be approx. 80% on the floor and 20% desk based.

KEY TASKS AND RESPONSIBILITIES: (JOB CONTENT)

Clinical Responsibilities

- To cover a range of assessments, including ensuring musculoskeletal health in the workplace, exercise programs, innovative ergonomic changes and developments, DSE assessments, ergonomic recommendations and change implementations, workplace assessments, Job Demand and Risk analyses, project work, manual handling training, resilience training, presentations to groups and health interventions.
- To work closely with key IPRS Health staff to develop this role as it progresses.
- To develop key relationships with the client. You will work closely with key people and you will be encouraged to embed yourself into the new environment.
- To evolve this role as it progresses and to work closely with all key stakeholders.
- To analyse information gained from all sources at your disposal (Current Evidence, Clinical Reasoning, past experience etc.) in order to formulate ergonomic interventions and improvements.
- Help when required along with the client to develop new policies and pathways.
- To be client/employee facing for approx. 80% of the working day. The remainder to be working on improvements, projects, plans, report writing and other direct duties.
- To work within your scope of practice and ensure that appropriate onward referral if required to General Practitioners, Specialists and Allied Health Professionals is done as soon as a need has been identified.
- To maintain objective at all times, with the staff wellbeing in mind.
- To maintain accurate notes on the IPRS Health database.
- To demonstrate the impact of the ergonomic intervention by providing accurate reports & documentation and communication with the client and maintaining database records for statistical analysis.
- Along with the ergonomics, to also incorporate a holistic approach to management, which takes into account the Biopsychosocial Model.

Companywide responsibilities

- Abide by IPRS Health's Data Protection policies and requirements.
- To take initiative in maintaining your individual professional development in order to continue to deliver the most appropriate interventions at all times.
- To maintain good communication and relations with the client's Human Resources, Occupational Health, Health & Safety team and Line Management.
- To liaise, as regularly as is needed, with your Line Manager and in certain situations with other IPRS Health staff e.g. Group Clinical Operations, Human Resources, Administration team.
- To have an understanding of, and work within, the agreed client Key Performance Indicators.
- To prioritise work tasks, and time manage to ensure that all tasks are completed accurately and within set timescales.
- To take initiative and responsibility within your site and actively contribute to the overall effectiveness of the ergonomic service.
- Employees must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) and ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.
- To undertake any other duties compatible with the grading of the post, as required.

PERSON SPECIFICATION ((E) Essential (D) Desirable)

Education and Qualifications:

- Formal Clinical Physiotherapy/Sports Therapy/Ergonomic/Human Factors Qualification (E)
- Member of the UK Health & Care Professions Council (HCPC) & Member of the Chartered Society of Physiotherapy (MCSP) (If relevant to your qualification) (E) (or your equivalent professional bodies) (E)
- Evidence of continuing professional development (E)
- Ergonomic Post Grad qualification (D)
- Ergonomic CPD courses (E)

Experience & Knowledge:

- Ergonomic & workplace assessment experience (E)
- Previous experience in delivering training, educating, group presentations (E)
- Previous experience in using computer software including Microsoft Office (E)
- Previous experience of using online/computerised reporting templates/databases and interpreting statistics for the purpose of managing & reporting (D)
- At least 3-year postgraduate experience (D)

Skills & Abilities:

- Ability to work within a team to achieve the best outcomes for the client and staff.
- Ability to work under minimum supervision
- Ability to be innovative
- Ability to communicate effectively with internal and external customers verbally and in writing
- Ability to time manage in order to meet agreed deadlines in a demanding environment
- Ability to collate and produce statistics; reporting to Line Manager on a regular basis.
- Ability to provide detailed reporting to the client on patient progress using standardised report templates and the company database
- Ability to audit reports to ensure that core standards are maintained
- Ability to demonstrate an understanding of the client and its needs
- Ability to maintain accurate medico-legal recording
- Ability to work with databases and Microsoft programmes
- A good of understanding of clinical governance

Security Check Required?

Yes (Standard)

ORGANISATION CHART

