



Job Description

This job description serves to illustrate the type and scope of what is required for the above post and to provide an indication of the required level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time, they will not however change the general character of the job or the level of responsibility entailed.

Section 1 - Job Details

Job title	Neuro Physiotherapist Northern Ireland
Directorate area	MSS Northern Ireland
Department/Team (if applicable)	
Reports to	Northern Ireland Director
Direct reports	
Job Location	Belfast Resource Centre
Contracted hours are agreed locally with line managers	

Section 2 - Job Purpose

To provide highly skilled specialised physiotherapy assessment, treatment and physical activity services and classes for people affected by MS. To play an active role in the planning, development, coordination, delivery and evaluation of the physiotherapy service provided through the MS Society in Northern Ireland.

Section 3 - Key Responsibilities/Accountabilities

	Responsibility/ Activity
1	To lead in the planning, development, coordination, delivery and evaluation of the physiotherapy service provided through the MS Society in Northern Ireland
2	To map physiotherapy, fitness and exercise services, identify gaps and priorities for development.
3	To assess, prioritise and manage a caseload of patients; determine clinical diagnosis and treatment indicated and maintain records as a legally autonomous practitioner.
4	To maintain comprehensive and accurate assessment and treatment records in line with legal, professional policies and guidelines.
5	To abide by the Chartered Society of Physiotherapy Professional Code of Conduct and Standards and Practice and the Health Profession Council requirements for physiotherapy registration.
6	To provide physical activity classes, in person and online, designed for and which benefit people affected by MS.
7	Give professional support, guidance and advise to other areas of the MS Society seeking to improve opportunities for people with MS to access physiotherapy and exercise.
8	Work with voluntary and leisure sectors to meet the physiotherapy, information and exercise needs of people with MS to maximise their health and well-being.
9	To maintain own continuous professional development (CPD) and incorporate news trends and developments into practice.
10	Monitor performance information against objectives, outcomes and KPIs.

Section 4 – Dimension of the role

Resources	Responsible for the proper use and safekeeping of IT and communications assets and physiotherapy equipment within the scope of the role.
Staff/Volunteers	Responsible for managing any relevant volunteers.
Budget	Responsible for the proper use of any budgets attributed to the physiotherapy role.
Key relationships	NI Resource Centre Manager, NI Director, NI staff team, statutory providers and MS specialists
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Section 5 – Key deliverables

	Measures of success
1	Reestablishment of 1-1 physiotherapy service at Resource Centre in Belfast
2	Increased attendance and positive feedback on physical activities provided at and through Resource Centre in Belfast
3	Development and future planning of physical activity and wellbeing services.

Section 6 - Competencies

Competency	Level required (see below)	B	E	A	T
Fosters co-production	4		X		X
Open to change and innovation	3	X		X	
Sound decisions	5		X	X	
Collaborative working	3				X
Effective communication	3		X	X	X
Outcome focussed	3	X			X
Inclusivity	3				X
Accountability	5	X	X	X	X
Tech savvy	3	X		X	

Level	
5	Strategic – Wide advanced knowledge of organizational policies, practices and procedures across the organization or detailed theoretical, practical and procedural knowledge of a specialized area. Provides expert knowledge and insight on a range of subjects and/or groups relevant to MS and represents the MS Society externally. Translates vision, strategic aims and direction in clear terms that people can relate to and action. Makes significant and influential decisions and facilitates appropriate resources.
4	Expert/ Recognised authority – Demonstrates expert knowledge and relevant and appropriate professional leadership and influence. Colleagues consistently perform a task or activity to higher levels having an intuitive grasp of what is required to be delivered, how it impacts across other areas of activity and how it may be improved for the benefits of the MS Society. Colleagues have an in-depth understanding and focus upon building expertise, they are the go-to person and have a reputation for being knowledgeable in this area and are able to apply their existing skills and knowledge to new or emerging challenges. Has responsibility for managing significant resource (people, budget etc) associated with the function/activity.
3	Complex - Roles with or without line management responsibility where they are required to use knowledge gained through experience, professional or technical qualification on complex information or raw data for typically non-routine problems upon which own judgment needs to be applied without further instruction or guidance to work with others to overcome obstacles and deliver outcomes across teams/department.
2	Enhanced - Roles with or without line management responsibility but accountable for casework/ face to face service provision/ internal/external process and or people (including volunteers) e.g. first line managers of people or process. Colleagues have knowledge of requirements of a team/function, contribute to building and maintaining successful internal and external relationships and collaborate to deliver effective outcomes. Colleagues use knowledge and understanding to organise and/or manage work, tasks and processes, can solve routine issues and contribute to the development of new practices and procedures.
1	Foundation – roles make an individual contribution to the MS Society with no process or line management responsibility. Colleagues have a fundamental knowledge and understanding of what is required to carry out the role and how it connects to other roles and activities. Understand what is required to be carried out and has the competence and skills to carry out the activities.

Section 7 - Learning & Development requirements

(List L&D requirements for role)

Foundation (mandatory)	Degree or Diploma in Physiotherapy.
Additional internal learning/ courses required for role	Current Health Profession Council registration.
Other professional training/qualification required	Post graduate training or practice in neurology.

Section 8 - Person specification (knowledge, experience, skills and attributes needed for the Job)

Those that are marked as essential and will be tested at application stage (A) will be used as shortlisting criteria for determining who will be invited to interview. There should be no more than 7 shortlisting criteria.

Requirement	Essential	Desirable	Tested*
Proven clinical ability and expertise in the physiotherapy management of people with neurological conditions.	Yes		A, I
Experience of professional supervision and appraisal in a clinical setting.	Yes		A, I
Strong analytical and decision making skills	Yes		A, I
Excellent written and verbal communication skills, with the ability to communicate effectively.	Yes		P, I
Proven planning and project management experience to control the effective use of time and resources	Yes		A, I
Knowledge of audit and clinical governance	Yes		A, I
Experience of working with people affected by MS	Yes		A, I

*Tested – A (application), I (interview), T (test or Assessment), P (through performance reviews including probation, 1:1's and PDR)

Section 9 – Additional Information and Requirements

Confidentiality	Ensure that essential information of a sensitive and/or personal nature is not disclosed to, or discussed with, inappropriate persons and that all
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	information is maintained in accordance with the GDPR and other related legislation/requirements.
Equality, diversity and inclusion	<p>Ensure all duties are carried out in a manner which promotes the MS Society's equality, diversity and inclusion policies and practices.</p> <p>As a charity whose primary focus is to support and improve outcomes for those with a disability, we expect all colleagues to be curious and innovative in identifying and removing any barriers experienced by those with disabilities whilst working with us.</p>
Health & safety	Promote a health and safety culture, observe all health and safety rules and procedures and complete training courses, as required.
Safeguarding	MS Society are committed to recruiting with care and to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Background checks and Disclosed Barring Service checks will be required for this role.
Digital, data and Technology	Competently utilise technology to perform the role including internet-based voice and video calls, Microsoft Office applications, the MS Society intranet, human resource and finance systems, case management system software and other bespoke MS Society software and applications.
Key contacts/ relationships	NI Director and relevant staff across the nations
Unusual specific physical/mental demands associated with the role	N/A
Travel requirements	Internal to NI and sporadically to Carriage House in London.
Unsocial hours	

Last updated (16/01/2025)