

**Vision:**

A future where fairer access to physical activity and sport narrows the gap in occupational, health and social outcomes, allowing everyone to benefit in a way that is meaningful to people’s lives.

**Job Title:** Community Occupational Therapist – Assessment Service

**Location:** London Borough of Westminster

**Responsible To:** Clinical Leads, Occupational Therapist

**Accountable To:** Co-CEO’s

**Responsible for:** Therapy assistants and or junior therapists, coaches (external), volunteers

**Closing date:** 24<sup>th</sup> June 2026

<b>Contract</b>	1-year fixed term contract
<b>Time</b>	Part time hours available – 15 – 22.5 hours Friday, plus another day(s) to be confirmed. Flexible approach available.
<b>Salary Range</b>	£32,100 - £40,800 FTE depending on experience + 15% inner London weighting
<b>Location(s)</b>	Westminster community across the week Commitments to Moberly, Queen Mother & Little Venice Leisure Centres WfH and or office working At times, Chelmsford (Essex) HQ office base for the organisation
<b>Annual Leave</b>	Pro rata 34 days annual leave (Full time equivalent including bank holidays + 1 birthday leave)

<p><b>Employee Benefits and Wellbeing</b></p>	<ul style="list-style-type: none"> <li>○ An opportunity to make a real difference and impact to people’s lives locally in your community!</li> <li>○ Enhanced parental leave &amp; family friendly benefits</li> <li>○ Excellent training opportunities including two specific dedicated weeks to CPD annually</li> <li>○ Flexible working</li> <li>○ Employee Assistance Programme</li> <li>○ Occupational sick pay</li> <li>○ Two volunteer days yearly</li> <li>○ Dog friendly office</li> <li>○ Eyecare scheme</li> <li>○ Free flu vaccination</li> <li>○ Christmas closure</li> <li>○ Birthday leave</li> </ul>
---	--

**About Sport for Confidence**

Sport for Confidence (CIC) centres the needs of people and communities furthest away from sport and physical activity. We work locally and nationally [in spaces and places] making use of the combined expertise of participants, occupational therapists and sports coaches, working together to ensure systems and services are able to meet the needs of diverse communities.

This combined skill set is ideally suited to address barriers to accessing sport and physical activity, tackling inequalities and providing the best possible experience for people and communities to engage with physical activity in a way that is relevant and meaningful to peoples’ lives.

We recognise and value the unique contributions of people, their environment(s), occupation and participation when using physical activity to promote good health and prevent ill health. We believe everyone should have the opportunities to experience physical activity and sport which offers empowerment, choice and belonging.

Occupational Therapists at Sport for Confidence provide practical support to empower individuals to facilitate recovery and overcome barriers preventing them from doing the meaningful activities that matter to them. Engagement in these meaningful activities can promote and enhance performance in daily life skills as well as improve physical health and wellbeing.

Sport for Confidence places Occupational Therapists into non-traditional spaces, however the scope of practice remains the same, utilising the same skillset, passion and core values to make a difference to any individuals in any place. Occupational Therapists have expanded their role across many spaces in the UK. The value and impact of Occupational Therapy is becoming increasingly and widely recognised to

meet the complexity of need that frequently requires more than a medical approach as well as an earlier stage than secondary care. Occupational Therapists working in these non-traditional settings can work proactively to support individuals earlier to reduce occupational deprivation which can significantly diminish health, wellbeing and quality of life.

[Lyndsey Barrett - founder and Lead Occupational Therapist at Sport for Confidence \(youtube.com\)](#)

## **Purpose**

To lead the delivery of an Occupational Therapy Assessment-Only Service in Westminster, acting as a 'front door' to wellbeing, physical activity, and community participation.

The role focuses on delivering high-quality, holistic assessments and occupational formulations, enabling individuals to access the right opportunities at the right time. Through early intervention and system navigation, the Occupational Therapist will reduce escalation into higher-level services and support people to engage in meaningful, life-enhancing activity in their local communities.

## **The Assessment Service – Westminster**

The Westminster Assessment Service is a high-impact, preventative model embedded within Everyone Active provision.

It provides a brief, structured Occupational Therapy assessment, followed by co-produced action planning and short-term enabling support, connecting individuals to appropriate physical activity, community, and wellbeing opportunities.

The service bridges the gap between clinical systems and community provision, ensuring timely, personalised, and accessible support.

## **Clinical & Assessment Responsibilities**

Deliver holistic Occupational Therapy assessments that explore:

- Occupational history, identity, and routines
- Motivation, confidence, and readiness for change
- Physical, sensory, psychological, social, and environmental barriers
- Strengths, resilience, and support networks
- Risk and suitability for the assessment pathway

Develop occupational formulations and action plans, including:

- Meaningful, person-centred goals
- Practical strategies to enable participation

- Recommendations for appropriate environments and activities
- Reasonable adjustments to support inclusion
- Use physical activity as both a therapeutic approach and outcome, linking participation to identity, roles, and daily life

Apply clinical reasoning to determine:

- Suitability for the assessment-only pathway
- When onward referral to alternative services is required
- Maintain clinical integrity by ensuring individuals whose needs exceed the model are appropriately signposted or referred back into relevant services
- Identify in partnership with Everyone Active suitable provision for participants on the pathway

#### Navigation & Enabling Responsibilities

- Provide short-term enabling support to help individuals access appropriate opportunities, including:
  - Confidence building and behaviour change strategies
  - Establishing routines and self-management approaches
  - Preparing individuals to engage in community and leisure environments
- Connect individuals to:
  - Everyone Active provision
  - Local physical activity programmes (e.g. PARS, walking groups)
  - Community and voluntary sector services
  - Wider health and wellbeing support
- Offer guidance to Everyone Active to ensure safe, inclusive, and appropriate engagement
- Support individuals to transition into sustainable, independent participation

#### System & Partnership Responsibilities

- Act as a key system connector, linking:
  - Leisure provider
  - Adult Health & Social care
  - Primary care & GP's
  - Community and voluntary sector
  - Active partnerships
  - ICB's & alliances
- Support the development of inclusive, accessible, and trauma-informed environments within leisure and community settings
- Provide specialist advice on:
  - Accessibility and reasonable adjustments
  - Supporting individuals with complex needs
  - Inclusive and person-centred practice

### Outcome Measurement & Evaluation

- Capture and record outcomes to support service evaluation and impact measurement
- Ensure all individuals complete appropriate outcome measures where required
- Contribute to demonstrating:
  - Improved wellbeing
  - Increased participation
  - Reduced demand on specialist services

### Non-Clinical Duties

- Promote the service across Westminster through networking and engagement
- Support awareness and understanding of the Occupational Therapy role
- Maintain accurate, timely, and high quality records in line with professional standards
- Participate in audits, data collection, and research activity
- Contribute to service development and continuous improvement
- Support reporting requirements and performance monitoring
- To build positive working relationships with Everyone Active, the leisure provider and the local authority across the borough
- Seek out funding opportunities and complete funding applications where appropriate.
- Supervision of others where relevant

### Professional Duties

- Maintain HCPC registration and adhere to RCOT code of ethics and conduct
- Engage in regular supervision and reflective practice
- Use of Heidi Health to support with clinical note writing
- Maintain a CPD portfolio
- Attend relevant training and professional development opportunities
- Support with upskilling coaches to understand the therapeutic value of physical activity.

### Additional Responsibilities

- Complete all mandatory training.
- Keep updated on all matters relating to company policies and guidelines.
- Outlook calendar to be kept up to date.
- Provide cover as and when necessary
- Participate in the employee appraisal process.

## Our Values



**Belonging  
for Everyone**



**Driven by  
Commitment**



**Caring  
with Purpose**



**Championing  
& Celebrating**



**Innovating  
for Impact**



**Embracing  
the Journey**

**Belonging for Everyone** – We go beyond including people, to actively challenge, enhance and improve systems and services, ensuring everyone has the opportunity to experience a sense of belonging.

**Driven by Commitment** – We are deeply committed to making a difference in people's lives, believing that sport and physical activity can ignite lasting change and transformation.

**Caring with Purpose** – We lead with humility, empathy, compassion, and kindness, building strong, supportive relationships that prioritise wellbeing and dignity.

**Championing & Celebrating** – We focus first on the aspirations of the people and communities we serve, listening to, celebrating, and elevating the voices of lived experience.

**Innovating for Impact** – We continuously evolve, finding creative and effective ways to break down barriers and transform lives.

**Embracing the Journey** – We are always learning, growing and building a more equitable future together, being brave and trying to do better.

## **Who are we looking for?**

*Someone brilliant, kind, and confident!*

### **Ideal Criteria**

- Occupational Therapist, degree, or diploma in Occupational Therapy
- Minimum experience of 1 years as an Occupational Therapist
- Registered HCPC
- Evidence of continuing CPD
- Able to manage a complex caseload
- Knowledge of safeguarding
- In depth knowledge of working with people with a disability and long term health conditions.
- Knowledge of health inequalities locally and nationally
- Ability to assess clinical situations effectively and use own initiative
- Ability to communicate with varying stakeholders – participants, carers, statutory services, voluntary sector etc.
- A great communicator and individual that matches our values.
- Passionate, enthusiastic and innovative!
- Ability to travel to multiple locations as and when required
- Ability to work with autonomy & build meaningful relationships with commissioners
- Dynamic and brave!

### **Desirable**

- RCOT membership
- Experience working in an assessment led service
- Focuses on early intervention and prevention
- Understands navigation, connection and enablement
- Operates well across different sectors – health, social, leisure & voluntary

## **Apply!**

If you are interested in the role, please do get in touch through our [careers@sportforconfidence.com](mailto:careers@sportforconfidence.com) email account.

We would like to see a CV and cover letter but also open to video entries and or other accessible means of declaring an interest!

If you would like to discuss the job over the telephone, please contact:

Robert Walker, Operational Lead, Senior Occupational Therapist, 07593555708.

Megan Potts, Clinical Lead, Senior Occupational Therapist, 07394564942.

## **Equality, diversity and inclusion (EDI) statement**

Equality, diversity and inclusion is at the core of Sport for Confidence's vision to continue developing high quality services and to be an organisation where people feel valued at work.

We are committed to ensuring that our organisation is an environment that support and values diversity and promotes equality of opportunity.

We recognise that by respecting and valuing people's differences, this includes all protected characteristics under the Equality Act 2010 [[Protected characteristics](#)] as well as other vulnerable groups, we become an equitable and inclusive organisation for our participants, staff, volunteers and our communities.

Sport for Confidence actively seeks to recruit a workforce that reflects the diversity of the communities that we work in, and we ensure that our recruitment processes are fair and inclusive.

Sport for Confidence is proud to stand firm against all forms of prejudice and discrimination, and actively seeks to challenge both prejudice and discrimination in our communities through our everyday work.

## **Safeguarding statement**

Sport for Confidence holds, as one of its highest priorities, the safeguarding of all who use its services and who work or volunteer for us.

We ensure that everyone who is connected to our organisation is safe and protected from abuse and exploitation. This includes taking action to prevent abuse and mitigate

the risks of this occurring, as well as ensuring that any allegations of abuse are taken seriously and anyone experiencing abuse is protected and their welfare promoted.

Sport for Confidence acknowledges that one of its fundamental commitments to safeguarding is that we recruit safely.

We are committed to recruiting suitable people by complying with all statutory legislative requirements and guidance.

We follow a rigorous selection process to discourage and screen out unsuitable applicants by:

- Exploring any gaps in employment, or where a candidate has changed employment or location frequently and ask candidates to explain this
- Verifying their identity
- Verifying their right to work in the UK
- Verifying their professional qualifications
- Obtaining Disclosure and Barring Service and other pre-employment compliance checks (as appropriate)
- Obtaining professional references
- Carrying out further additional checks as appropriate
- All successful candidates will be subject to the Sport for Confidence probation procedure.

### **General Data Protection Regulation (GDPR) Statement**

Sport for Confidence takes its obligations under GDPR and applicable data privacy law seriously and is committed to protecting the privacy and security of all information we hold.

It is very important to us to ensure that all the personal information you provide to us is treated with the utmost respect and your data privacy rights are safeguarded, all in accordance with our GDPR Privacy Notice and policy. If you would like more information, please email: The Sport for Confidence Team: [info@sportforconfidence.com](mailto:info@sportforconfidence.com)