



Heads Up Therapies

Curriculum Vitae – Jade Dunn

Occupational Therapy Assistant/Rehab Coach

PERSONAL PROFILE

I have always believed in a person centered approach when working with clients. I like to think creatively and outside of the box to enable clients to achieve their goals. I am proactive in nature and find it effective to include clients in all aspects of planning and brain-storming ideas. I believe it is important to challenge clients to push beyond the belief that their disability prevents them from trying new things whilst always maintaining their health and wellbeing.

Whilst professionalism is always at the forefront of my approach, I find it hugely beneficial when establishing client relationships to be unapologetically myself and present as a 'real person' and not robotic in nature. I received a late diagnosis of ADHD and I have found this has enabled me to offer a unique set of skills and advocate on behalf of people who view the world through a different lens. Through modelling, I am able to normalise the need to rely on certain 'tools and tricks' to get by in day-to-day life and not view them as a representation of failure.

My previous work experiences have mainly centered around children and families, supporting them in areas such as safeguarding, family support, parenting and education. Although I am new to working with adults with acquired brain injuries, I am able to transfer my skills and adapt them to this new way of working, whilst actively seeking out support through supervision and training opportunities to further expand on my knowledge.

I am a mother of 2 children who keep me busy, whether it's supporting homework or playing 'taxi' to one of their many after school clubs. However, when I do have some spare time, I enjoy attending the gym - working on both my physical and mental wellbeing. I am also an avid reader and always have at least 2 books on the go at any time.

EDUCATION & QUALIFICATIONS

University of Manchester

2008

BA (Hons) Social Work

A Levels

Sociology B

Psychology B

Media C



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EMPLOYMENT

Heads Up Therapies

Occupational Therapy Assistant/Rehab Coach

Sep '23 - present

Supporting Occupational therapists in offering intervention for adults with acquired brain injury to enable increased independence through the completion of therapeutic activities.

Oddessy Ltd

Housekeeper

Sep '19 – Aug '23

Due to family circumstances and then the pandemic, I took on a flexible role as a housekeeper for a couple of AirBnB properties. This enabled me to continue earning a wage, whilst also supporting my children home learning as my husband was considered a key worker. My main duties included house maintenance and ensuring the property was clean and ready for new tenants.

Langworthy Children's Centre

Children's Centre Worker

Nov '16 – Sep '17

A temporary contract supporting families in areas such as parenting, behaviour management, finances and postnatal care. This was offered through assessments in accordance with the EYFS and a multi-agency approach. Here I also planned and delivered 'mother and toddler' play groups, providing a safe and educational environment for families to enjoy.

Newton West Park Primary School

Teaching Assistant

Sep '15 – July '16

My main role was to provide support to the teacher, ensuring the effective delivery of the required materials and to foster a positive learning environment in line with the national curriculum. Here I also provided small group and 1:1 interventions around phonics and reading.

Stay at Home Parent

2011-2015

During this period, I took on no employment, due to having children. I took this opportunity to be a stay-at-home mum and enjoy my time as a new parent.

Firswood & Old Trafford Children's Centre

Children's Centre Worker

2009 – 2011

Here I supported families in areas such as parenting, behaviour management, finances and postnatal care. Due to my educational background, I was mainly assigned high level cases in safeguarding, working closely with social services and other outside agencies.

Here I also planned and delivered 'mother and toddler' play groups, providing a safe and



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educational environment for families to enjoy. Planning was done in accordance with the EYFS. I left to go on Maternity leave and made the decision not to return.

Sunny Days Nursery

Nursery Nurse

2008 – 2009

I was assigned to work in the 'baby room' attending to children aged 3months - 12mths. My main duties included the planning and supervision of fun and educational activities in line with the EYFS and documenting their progress/future goals. Managing a daily schedule that includes activities, toilet breaks, lunch and rest time. Observing children and taking notes of any potential issues around behaviour or development. Communicating effectively with parents to ensure their children receive excellent, well-rounded care.

Davyhulme Children's Centre

Nursery Nurse

2008

A temporary position through an agency - post graduation - that enabled me to build on the skills I learnt at university. Providing low level support to families through the delivery of parent/toddler groups in areas such as reading/literacy and physical development.



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