



OCCUPATIONAL THERAPY ASSISTANT

PERSONAL PROFILE

I am a highly motivated and compassionate individual with a strong passion for supporting mental health and well-being. With six years of experience as an Assistant Manager at Soccer Burnley, I have developed excellent time management, teamwork, and organisational skills, successfully leading a small team. My leadership and management training, acquired during this role, further enhanced these abilities.

Complementing my professional experience, I recently graduated with an upper-second-class honours degree in Psychology. This academic background has deepened my understanding of mental health and human behaviour, equipping me with a strong foundation in empathy, active listening, and problem-solving. I am particularly passionate about helping individuals improve their quality of life, achieve personal goals and build resilience.

I am confident that the skills and knowledge gained from both my professional and academic journeys will be invaluable in supporting individual's well-being and making a positive impact on their lives. I am eager to transition into a new role within healthcare where I can continue to develop and contribute.

Outside of work, I maintain an active lifestyle through various sports and outdoor activities, with a particular enjoyment for walking my dog. I strongly advocate for the value of physical activity in promoting both physical and mental well-being, and I actively incorporate this into my daily life.

EDUCATION & QUALIFICATIONS

The Open University

2020-2025

BSc Psychology (2:1)

Myerescough College

2008-2010

BTEC Level 3 Diploma in Sport and Exercise Sciences

PROFESSIONAL MEMBERSHIPS

Health and Care Professions Council

EMPLOYMENT

Soccer Burnley

Assistant Manager

2018-2025

- Responsible for opening and closing the building, including completing all security procedures such

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as inspecting facilities before setting alarms and securing the premises.

- Oversee daily business operations, including managing bookings and payments, ensuring block bookings are accurate and up to date, and maintaining strong relationships with clients.
- Manage and coordinate sports leagues, ensuring full participation and sustaining positive relationships with team managers.
- Deliver high-quality customer service while working at a busy reception desk.
- Lead and supervise a small team—including leisure assistants, football coaches, and referees—ensuring all duties are completed to the highest standard.
- Train new staff members, adapting to a variety of learning styles to support effective onboarding and development.
- Maintain pitches and facilities by promptly reporting issues and ensuring timely repairs to meet all health and safety requirements.
- Liaise with the manager to communicate business or productivity improvements and contribute to monthly staff meetings.
- Prepare and serve hot and cold beverages in a fast-paced bar environment.

Priory Group – Kemple View

Mental Health Worker

2018

- Collaborated with ward colleagues and mental health professionals to develop person-centred treatment plans.
- Implemented treatment plans consistently and to a high standard.
- Spent time engaging with patients, fostering trusting and supportive relationships.
- Observed and documented patient behaviour, noting any changes or concerns.
- Supervised and supported high-risk patients to ensure their safety and well-being.
- Maintained accurate and confidential patient health records.
- Completed Safeguarding Adults training.
- Responded to emergency alarms indicating potential risks to staff safety.
- Escorted patients into the community for activities such as shopping and football, ensuring both safety and a positive experience.



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Curriculum Vitae – Matt Dornan


- Conducted safety checks upon patients' return, following correct procedures to identify contraband or dangerous items.

FURTHER TRAINING/CPD

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