

Position Description


Position title:	Senior Onsite Clinician
Position number:	D02904; D02905; D02906; D02907; D02908
Group:	People, Safety, Culture and Communications
Business Unit/Branch:	Safety, Wellbeing and Compliance
Classification:	AH4
Employment status:	2 year Fixed Term; Full-time or Part-Time (0.8)
Position reports to:	Staff Wellbeing Clinical Lead, Safety Wellbeing and Compliance
Work location:	Melbourne Assessment Prison - 317-353 Spencer Street, West Melbourne VIC 3003 Metropolitan Remand Centre - Middle Road, Ravenhall VIC 3023 Dame Phyllis Frost Centre - 101-201 Riding Boundary Road, Ravenhall VIC 3023 Barwon Prison - 1140 Bacchus Marsh Road, Lara VIC 3212 Or Western Plains Correctional Centre - 1150 Bacchus Marsh Rd, Lara VIC 3212
Position contact:	Name: Jo Upson Phone: 0488 559 395 Email: jo.upson@justice.vic.gov.au

ROLE PURPOSE

The role of the Senior Onsite Clinician

- Provide mental health support, coaching and education to Corrections Victoria staff.
- Assist with coordinating the local Staff Support Program, including providing supervision to Staff Support Team members.
- Deliver psychological first aid in response to critical incidents and ongoing therapeutic support to help-seeking staff.

People, Safety, Culture and Communications' (PSCCs) core functions span the breadth of workplace culture and people matters, including human resource policy and strategy; organisational culture and change; recruitment, redeployment, and retention; performance and development; pay, benefits and workforce reporting; occupational health and safety management; and employment regulations.



The Senior Onsite Clinician sits within Safety, Wellbeing and Compliance (SWC), a branch of the PSCC in the Department of Justice and Community Safety (the department). The SWC branch provides process, systems and services to support the department to meet its responsibilities under health and safety laws (*Occupational Health and Safety Act 2004*, *Dangerous Goods Act 1985* and *Workplace Injury Rehabilitation and Compensation Act 2013*).

As the Senior Onsite Clinician, SWC, the role provides mental health support, education and coaching to address staff wellbeing issues in Corrections Victoria prisons. The role supports the implementation of the department's Health, Safety and Wellbeing Strategy and Corrections Victoria's Mental Health and Wellbeing Action Plan across prison locations. It plays a critical role in encouraging staff to proactively manage their wellbeing, responding to early warning signs and supporting staff who are recovering from mental injuries. The role also focuses on developing strong rapport with staff and leaders in the prison to foster a culture of trust and help-seeking. The Senior Onsite Clinician will also be responsible for providing psychological first aid to staff following critical incidents and ongoing therapeutic support for help-seeking staff. The Senior Onsite Clinician will also provide supervision to the Staff Support Team who play a critical role in supporting the workforce.

The role will be based at one of five prisons (Melbourne Assessment Prison, Metropolitan Remand Centre, Dame Phyllis Front Centre, Barwon Prison, or Western Plain Correctional Centre). However, travel may be required to respond to critical incidents at other high-security prisons across the state or to attend monthly professional development or team building sessions in Melbourne CBD.

KEY ACCOUNTABILITIES

- Working closely with the Staff Wellbeing Clinical Lead, establish and implement the delivery of the newly established Staff Wellbeing Program for Corrections Victoria, drawing upon best-practice clinical frameworks and research of psychosocial risks.
- Provide individual clinical assessment and intervention for Corrections Victoria staff seeking treatment for mental health concerns and trauma exposure. This includes providing Psychological First Aid following critical incidents, which may include occasional out of hours work.
- Deliver reflective practice facilitation training and supervision to custodial leaders who facilitate reflective practice.
- Initiate and maintain relationships with peers, non-clinical staff, and senior internal stakeholders to address complex staff wellbeing concerns.
- Support the coordination of the local Staff Support Program and provide supervision to site-based Staff Support Team members.
- Develop and deliver psychoeducation sessions to the workforce on topics related to psychosocial risks and workplace mental health and wellbeing.
- Facilitate training and professional development initiatives for peers and stakeholders in portfolio area including actively participating in personal and professional development.
- Work closely with Corrections Victoria and Safety, Wellbeing and Compliance to effectively implement the Correction Victoria's Mental Health and Wellbeing Plan, the WorkCover Rapid Review, the Safer Prisons Strategy and the department's Health, Safety and Wellbeing Strategy.
- Collaboratively support local implementation of initiatives to address mental health and wellbeing issues in the department.

- Develop trust and rapport with the workforce so that the Senior Onsite Clinician role is seen as a trustworthy, impartial and skilled mental health professional.
- Keep accurate and complete records of your work activities in accordance with legislative requirements and the department's records, information security and privacy policies and requirements.
- Provide and receive valid feedback to peers in a sensitive and authentic manner.
- Work as an effective member of the team.

KEY SELECTION CRITERIA

Technical Expertise

- Demonstrated experience at a senior level in the provision of mental health and wellbeing support.
- Significant experience in and knowledge of assessment, individual and group treatment and behaviour intervention treatment models with complex populations (e.g., Cognitive Behavioural Therapy, Dialectical Behaviour Therapy, Schema Therapy, Transtheoretical Model of Change, Trauma Informed Care, Strengths Based Approaches).
- Extensive experience in delivering quality operational and business outcomes in support of the operating environment consistent with the strategic direction of the organisation.
- Demonstrated capacity to work with a multi-disciplined team of professionals in the delivery of high-quality wellbeing programs drawing on extensive clinical experience and judgement in managing complex clinical cases.
- Expert knowledge of psychological health improvement strategies, policies and procedures and human resource trends.
- Demonstrated experience facilitating supervision or reflective practice in complex or high-risk environments (desired)

Personal Attributes

- **Resilience:** Creates a climate which encourages and supports openness, persistence and genuine debate around critical issues. Provides sound explanation and argument for agreed positions.
- **Flexibility and Adaptability:** Works to find new ways to deliver outcomes; recognises the merits of different options and acts accordingly; has courage to alter strategies in situations when there are clear indications of existing strategy may not deliver the best outcome; where significant amount of effort or investment has been put in. Builds commitment of others to adopt new strategies to deliver against outcomes.
- **Self-awareness:** Builds strong commitment of others towards continued personal development. Establishes mechanisms that enable communication of honest and constructive feedback at all levels.
- **Working Collaboratively:** Build a culture of collaboration across the organisation; looks for and facilitates opportunities to collaborate with external stakeholders; identifies and overcomes barriers to communication with internal and external stakeholders.

Meaningful Outcomes

- **Partnering and Co-creation:** Builds and maintains partnerships to achieve objectives; coaches others on the co-creation process and builds team commitment to co-creation by demonstrating personal commitment; builds trust in partnerships through timely and quality delivery of outcomes; facilitates discussion and navigates differences of opinion to reach decisions.
- **Systems Thinking:** Formulates potential courses of action to achieve objectives based on an in-depth understanding of the business environment and its systems; champions system thinking across the organisation and VPS more broadly acting as a thought leader in this area; establishes an integrated perspective of the organisation's systems and identifies the leverage points where intervention will add value.

Enabling Delivery

- **Critical Thinking and Problem Solving:** Considers a broad range of topics (beyond immediate area of work), works across government and at senior levels to develop and deliver sustainable solutions.
- **Political and Organisational Context:** Uses strategic relationships and knowledge to predict and prepare for the impact of events on the organisation; understands the impact of external events and changing stakeholder needs on the organisation and government; drives a values-based organisation by holding self and organisation accountable in adhering to public sector values.

Authentic Relationships

- **Managing Difficult Conversations:** Facilitates discussions and/or decision making on major and complex issues; manages conflict to achieve a timely and pragmatic resolution.
- **Communicate with Impact:** Identifies key messages and information required for decision-making; provides high level advice on influencing and the needs of target audiences; provides advice on the content and style appropriate to the audience.
- **Interpersonal Skills:** Detects the underlying concerns, interests or emotions that lie behind what is being said and done; presents as genuine and sincere when dealing with others; projects an objective view of another's positions; uses understanding of individuals to get the best outcomes for the person and organisation.

People Leadership

- **Lead and Navigate Change:** Identifies long-term organisational change required with a focus on the wider political, social and environmental context; champions an organisational culture that actively seeks opportunities to improve and where staff engage with and are committed to change; anticipates, plans for and addresses cultural barriers to change at the organisational or VPS wide level.

Qualifications

- Hold registration as a Psychologist with the Psychology Board of Australia (Australian Health Practitioner Regulation Agency (AHPRA) or Membership of the Australian Association of Social Work (AASW).



- Psychology Board of Australia Approved Supervisor or Australian Association of Social Workers Accredited Supervisor status is desirable.
- Specialist endorsement and/or experience in a clinical or forensic field would be highly desirable.
- Trained in delivering reflective practice or group supervision (desirable).
- Trained in Psychological First Aid (desirable).
- Minimum four years post-registration experience, or equivalent.
- A current Victorian driver's licence is required.

IMPORTANT INFORMATION

- The salary range for this position is set out in the Victorian Public Service Enterprise Agreement 2024. Please refer to the Department of Treasury and Finance website (dtf.vic.gov.au) for further information.
- Department policy stipulates that salary upon commencement is paid at the base of the salary range for the relevant grade. Any above base requests require sign off by an executive delegate and will be by exception only or where required to match the current salary of Victorian Public Service staff transferring at-level.
- If you have previously left the VPS on a departure/ separation package, employment restrictions may apply.
- You may be required to mobilise to other areas to support priority projects or programs.
- The department is committed to providing and maintaining a working environment which is safe and without risk to the health of its employees.

SAFETY COMMITMENT

- Staff safety commitment - Actively participate in health, safety, and wellbeing (HSW) programs and proactively report on all HSW incidents through the Justice Incident Management System (JIMS) to embed and support a strong safety-first culture that supports the HSW Strategy's vision of "a workforce that thinks safety and works safely".
- Manager safety commitment - Create and maintain a working environment, that takes a zero-tolerance approach to unsafe practices and behaviours, which supports the HSW Strategy's vision of "a workforce that thinks safety and works safely".
- Child safety commitment - The Department of Justice and Community Safety is committed to the safety and wellbeing of children and young people. We seek to prevent harm of any kind impacting children and young people and have zero tolerance for racism, child abuse and inequality. Children and young people's rights, relationships, identity, and culture must be recognised and respected, their voices heard, and their concerns acted upon. We aim to foster a culturally safe, child safe and child friendly environment for all children and young people we have contact with, deliver services to, or are impacted by our work.



PRE-EMPLOYMENT CHECKS

All appointments to the Department of Justice and Community Safety are subject to reference checks, pre-employment misconduct screening and criminal record checks. Some positions may also be subject to a Declaration of Private Interests (for executive and responsible officer roles), medical checks and/or 'Working with Children Check.'

If the position is based in a prison, youth justice facility or community corrections location, or has offender management responsibilities, employment may be subject to a number of additional pre-employment security and safety checks, including, but not limited to:

- Pre-employment Security and Misconduct Checks (Declaration Form)
- National Police Record and Fingerprints Check and International Police Clearance (if applicable)
- VicRoads Information Check
- Drivers Licence Check(s) (if applicable).

A National Police Check and an Australian Entitlement to Work Check is a requirement for all DJCS positions, and these checks require identification documents of either a passport or birth certificate.

For Aboriginal designated positions, a Certificate of Aboriginality (CoA) will be required prior to an offer of employment being made.

For Aboriginal prioritised positions, where an Aboriginal candidate is the prospective candidate, a CoA will be also required prior to an offer being made.

Aboriginal and Torres Strait Islander applicants are strongly encouraged to email:

aboriginal.workforce@justice.vic.gov.au for support and assistance if they have any concerns that they cannot meet the identification documents requirements.

VALUES AND BEHAVIOURS

Department of Justice and Community Safety employees are required to demonstrate commitment to:

The Victorian Public Sector Values: responsiveness, integrity, impartiality, accountability, respect, leadership and human rights.

The Environment: The department is committed to minimising its environmental impact and requires all staff to comply with its environmental policy.

Recordkeeping: The department is committed to good recordkeeping and requires all staff to routinely create and keep full and accurate records of their work-related activities, transactions and decisions, using authorised systems.

Diversity: The department values an inclusive workplace that embraces diversity and strongly encourages applications from Aboriginal people, people with disability, people from the LGBTIQ community, and people from culturally diverse backgrounds.



FURTHER INFORMATION

Please visit About the Department on the [Department of Justice and Community Safety website](http://www.justice.vic.gov.au) (<http://www.justice.vic.gov.au>) for information on:

- Organisational values and structure
- Our policies such as privacy and conflict of interest
- The Victorian Public Service (VPS) code of conduct
- Our commitment to the safety and wellbeing of children.