

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Social Worker
Position Number:	512555d
Classification:	Allied Health Professional Level 3
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Community, Mental Health and Wellbeing – Statewide Mental Health Services Community Forensic Mental Health Services (CFMHS)
Position Type:	Permanent, Full Time
Location:	South, North
Reports to:	Manager - CFMHS
Effective Date:	August 2021
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers <i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i>
Desirable Requirements:	Current Driver's Licence
Position Features:	Some intra-state travel may be required

NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

Primary Purpose:

In accordance with primary health care principles, Agency policy and direction, legal requirements, service policy and procedures and professional competencies, undertake the delivery of quality patient care services, based on best practice and within a collaborative and multidisciplinary framework.

Duties:

1. Provide a specialist forensic social work service.
2. Provide psycho-social assessment and treatment, including the design, development, implementation, and evaluation of treatment programs.
3. Work within the multidisciplinary team and participate in case management reviews to ensure continuity of care.
4. Assist with and participate in the formulation, implementation and evaluation of quality improvement, risk management, ethical research activities and other strategies consistent with best practice.
5. Provide consultation to Mental Health Service professionals and other agencies regarding social work assessment and management of forensic cases.
6. Participate in the formulation and delivery of educational programs for clients, carers, health professionals and the broader community to promote awareness of mental health issues for individuals within the criminal justice system.
7. Supervise post-graduate social work students, other students and Mental Health Service staff as required.
8. Participate in supervision, peer review and continuing professional development.
9. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Key Accountabilities and Responsibilities:

Broad administrative direction, together with general professional guidance, is received from the Manager – CFMHS, with professional accountability to the Senior Social Worker – CFMHS. The occupant of this role accepts accountability and responsibility for own practice and is responsible for:

- Providing direct/indirect client care in accordance with policies and procedures of the practice setting and within the scope of practice.
- Exercising reasonable care in the performance of duties consistent with Work Health and Safety legislation.
- Where applicable, exercising delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Complying at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.
- Actively participating in and contributing to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

Pre-employment Conditions:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Highly developed assessment, counselling, crisis intervention and clinical case management skills within a community forensic setting.
2. Demonstrated ability to work collaboratively within a multidisciplinary setting.
3. Demonstrated ability to consult, liaise and negotiate with other service providers.
4. Demonstrated high level interpersonal, oral, and written communication skills, including the ability to provide reports.
5. Demonstrated knowledge and experience in quality improvement and ethical research activities.
6. Demonstrated knowledge of Work, Health and Safety legislation and codes of practice.
7. Demonstrated knowledge of, and ability to apply, legal requirements including the *Tasmanian Mental Health Act 2013*, Criminal Justice (Mental Impairment Act) and Sentencing Act or the ability to acquire the same.

Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles](#).