

## Position Description

### Senior Fellow - Head of Practice and Service Development

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<b>Position No:</b>	NEW
<b>Business Unit:</b>	Office of the Provost
<b>Division:</b>	School of Psychology and Public Health
<b>Department:</b>	The Bouverie Centre
<b>Classification Level:</b>	Level C
<b>Employment Type:</b>	Continuing, Full time
<b>Campus Location:</b>	Brunswick, The Bouverie Centre
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

The Bouverie Centre - <https://www.latrobe.edu.au/research/centres/health/bouverie>

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## **About The Bouverie Centre**

### ***Healthy relationships in families, organisations and communities***

The Bouverie Centre is a Practice-Research-Translation Centre within the School of Psychology and Public Health at La Trobe University. The Centre is also a Statewide Specialist Mental Health Service within Victoria's public mental health system. The Bouverie Centre has a vision of healthy relationships in families, organisations and communities and integrates clinical family therapy, practice and service development, academic training in family therapy and a rapidly developing research program. The Centre receives recurrent funding from the Victorian Department of Health and generates income through fee-for-service work with health and human services.

A large School within the university, the School of Psychology and Public Health undertakes teaching and research across a broad range of disciplines, including: Family Therapy; Art Therapy; Rehabilitation Counselling; Psychology; Counselling; Neuroscience; Public Health; Digital Health and Analytics; Health Information Management; and Ergonomics, Safety and Health. The School currently comprises seven academic units: the Department of Public Health, the Department of Psychology and Counselling, the Centre for Alcohol Policy Research (CAPR), the Centre for Health Communication and Participation (CHCP), the Olga Tennison Autism Research Centre (OTARC), the Australian Research Centre in Sex, Health and Society (ARCSHS) and The Bouverie Centre.

### **Position Context/Purpose**

The Senior Fellow/Head of Practice Development & Service Development (PSD) is responsible for developing, leading and managing The Bouverie Centre's workforce development and implementation operations as a teaching and research academic staff member. The aim of this portfolio is to build the capability of mental health and other human services to constructively include families in care. This role includes close alignment with the Centre's research and clinical programs and external service and research partners to procure, lead and conduct high level implementation projects and translation research.

The Head of PSD reports to the Director of The Bouverie Centre and may also act as Deputy Director of the Centre when required. The position has direct reports from leaders of Workforce Development, Project Management, Online Production and Statewide FaPMI Co-ordination teams which together constitute the Practice and Service Development program.

With this, the incumbent will offer high-level program managerial functions with a clear accountability for a) workforce building program performance and b) executive project procurement and management with a clear accountability for enhanced partnerships and income generation. It is expected at this level that the incumbent provides leadership in implementation research relevant to the role and leads associated knowledge dissemination.

The position sits on the Bouverie Centre Executive Management Group and is expected to contribute to the overall leadership and management of the centre.

This role will have significant procurement responsibilities with an expectation that the incumbent will maintain existing contracts and lead a procurement strategy that secures significant new project and training funding. Currently, this is in excess of AUD 1 Million per year, with an expectation of growth over the next 5 year

### **Duties at this level will include:**

## **Generic Duties**

- Play a significant role in research projects including leadership of research teams and/or management of projects.
- Attend to effective and efficient performance of allocated leadership and administrative functions primarily connected with the position.
- Contribute to knowledge and knowledge transfer, at a local and/or nationally significant level.

## **Specific duties/accountabilities for this position**

- Develop and manage the operations of the Practice and Service Development program across its' workforce training, project management, online production and Statewide FaPMI co-ordination roles
- Determine the overall directions of Practice and Service Development in conjunction with the Director, the Executive and program staff.
- Generate income from ongoing fee for service professional development and through winning major workforce and research projects funded by State and Federal government departments and large human service organisations
- Lead major implementation projects and the implementation arm of clinical research projects
- Engage and establish ongoing relationships with, industry partners, government and research organisations to have real world impact through improving practice and generating influential research
- Ensure that the work of the Practice and Service Development program is integrated with the Centres' research, clinical practice and academic teaching
- Supervise managers of the Workforce Development, Project Management, FaPMI Statewide Co-ordination and On-line Production Teams to deliver high quality services through the provision of constructive feedback and support
- Perform the role of Deputy Director of the Centre if required, including acting in the role of the Director in their absence
- As a member of the Centre's executive committee contribute to the overall leadership and management of the Bouverie Centre

## **Essential Criteria**

### **Skills and knowledge required for the position**

- Demonstrated experience and expertise in the management of significant human and material resources, or postgraduate qualifications and extensive relevant experience, or experience and expertise in the provision of strategic policy advice affecting the direction of the University, or an equivalent alternate combination of relevant knowledge, training and/or experience.

### **Generic skills**

- Demonstrated record of achievement as a leading practitioner with a reputation for skills, knowledge and expertise at a state/national level.
- High level analytical capability with an ability to communicate complex information clearly both orally and in writing.
- Proven experience and success in managing staff performance and development.

### **Specific skills and knowledge or define tasks required for this position**

- Ability to develop and sustain robust working relationships with a diverse range of industry partners and stakeholders
- Understanding of practice change and implementation science particularly as this applies to the mental health and related fields
- Clinical experience, preferably in working with families in mental health or a related field
- Knowledge of research design appropriate to workforce and implementation research
- Proven experience in running large scale workforce training projects
- Demonstrated ability to lead and develop staff teams to deliver high quality and innovative training and consultations services
- Knowledge of the operation of mental health and other service systems
- High level ability to work collaboratively as part of a leadership team

### **Desirable Skills**

- Formal qualifications in Family Therapy

### **Capabilities required to be successful in the position**

- Knowledge of own strengths, weaknesses and biases – modifying behaviour, based on self-reflection and feedback, to respond to others with empathy and act on feedback to improve knowledge, skills and behaviour.
- Demonstrated creative and critical thinking, ability to generate ideas to solve local problems and recommend improvements to current work practices.
- Ability to cultivate and create space for creativity and innovation, enabling staff members to solve local problems and identify improvements to current work practices.

### **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### **Other Information**

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

### **Position Flexibility**

We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

### **Why La Trobe:**

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics

- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

Our success can be attributed to its strong sense of community. We have a long-standing commitment to diversity, inclusion and social justice; we are committed to providing a workplace where all staff feel valued, respected and supported to achieve their full potential. We strive to build a workplace where all employees of diverse backgrounds, abilities, experiences, sexuality, gender, religion and age are welcome, valued, respected and one that is representative of our community. We demonstrate our cultural qualities by holding ourselves accountable and creating a culture of trust and innovation while genuinely caring for one another.

**La Trobe's Cultural Qualities:**

**WE ARE CONNECTED**



*We are **connected** to each other and the communities around us. We engage with those communities to learn from our past, inform our present and impact our future.*

**WE ARE INNOVATIVE**



*We are **innovative** in tackling the most important issues of our time. We are inquisitive and seek to develop new ideas that positively impact the way we work and the world around us.*

**WE ARE ACCOUNTABLE**



*We are **accountable** for what we do and share a commitment to excellence. We are courageous and respectful in the way we hold ourselves and each other to account.*

**WE CARE**



*We **care** about what we do and value the power of education and research. We care about each other and strive to create a safe and inclusive community.*

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Initials:                      Date: