

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Senior Social Worker
Position Number:	Generic
Classification:	Allied Health Professional Level 3
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospitals North/North West – Launceston General Hospital
Position Type:	Permanent, Full Time/Part Time
Location:	North
Reports to:	Discipline Lead Social Work
Effective Date:	May 2021
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers</p> <p><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></p>
Desirable Requirements:	<p>Post graduate, or progression toward post graduate qualifications relevant to the position</p> <p>Current Driver's Licence</p>
Position Features:	<p>Clinical governance arrangements for this position are supported by the Director Allied Health</p> <p>The position is based at the LGH, with frequent travel within Northern Tasmania</p>

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:

Plan, provide and evaluate specialist social work services to critical areas in the acute care setting.

Mentor and supervise social work staff based on best practice in accordance with current models, professional standards and the Australian Association of Social Workers (AASW) Code of Ethics.

Duties:

1. Plan, provide and evaluate specialist social work services and interventions for client groups with complex needs.
2. Provide professional supervision to staff and students according to AASW Standards.
3. Promote best practice and expertise amongst social work staff and contribute to quality improvement.
4. Facilitate the effective and efficient utilisation of resources through an integrated approach to service delivery involving liaison and collaboration with other hospitals and community agencies.
5. Undertake a significant role in the planning, development and review of policies, guidelines and functions of the Social Work Department and advise management on issues relating to areas of professional expertise.
6. Conduct and evaluate educational programs and undertake ongoing professional education and practice research.
7. Maintain records and data for legal, statistical and evaluation purposes.
8. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives and related training.
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:

Under the Discipline Lead Social Work's operational direction and the Manager of the Social Work Department's professional leadership, the Senior Social Worker is responsible for:

- Planning, providing and evaluating specialist Social Work services in consultation with the Manager of the Social Work Department or delegate.
- Supervising professional staff and students in accordance with current best practice and AASW Code of Ethics.
- 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.

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. Extensive experience as a practising social worker with knowledge of social work theory as it applies to medical Social Work, including expertise in relevant clinical skills i.e. grief and bereavement counselling, crisis, psychosocial assessment, solution focused counselling and group work.
2. Ability to work constructively as a member of interdisciplinary and management teams.
3. Knowledge of and an ability to apply current human resource management practices, occupational health and safety policies and principles of professional supervision.
4. Ability to conceptualise service delivery issues in the broader context of health and welfare systems and establish opportunities for liaison, collaboration and partnerships across agencies.
5. High level communication, negotiation, advocacy and conflict resolution skills.
6. Demonstrated ability to initiate and contribute to quality improvement programs and undertake research and evaluation projects.
7. Demonstrated ability to successfully implement self-care in a demanding and stressful work environment.

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](#).