

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Psychologist
Position Number:	517844
Classification:	Allied Health Professional Level 3
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Community, Mental Health and Wellbeing – Statewide Allied Health Services Family Violence Counselling and Support Services
Position Type:	Permanent, Part Time
Location:	North West
Reports to:	Team Leader - Children and Young Persons Program
Effective Date:	March 2014
Check Type:	Schedule I
Check Frequency:	Pre-employment
Essential Requirements:	Current Working with Children Registration Registered with the Psychology Board of Australia Current Driver's Licence <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:	Registered Psychologist, giving eligibility for membership of the Australian Psychological Society, with relevant tertiary qualifications and clinical experience in the human services sector

Note: 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:

Work as an effective member of the Family Violence Counselling and Support Service (FVCSS) in the Children and Young Person's Program (CHYPP) established as part of the Tasmanian Government *Safe at Home* initiative.

Provide specialist therapeutic services to children, young people and their caregivers affected by family violence, in accordance with best practice principles and within a collaborative and multidisciplinary framework.

Provide therapeutic interventions that incorporate multilevel assessments to address the needs of children and young people affected by family violence.

Oversee all psychometric testing and interpretation undertaken by CHYPP, North West.

Duties:

1. Assist children and young people to recover from their experience of family violence through the delivery of developmentally appropriate specialist services and therapeutic support including play therapy, counselling and other appropriate forms of intervention.
2. Undertake psychometric and social assessments of children, young people and their caregivers using recognised assessment methods.
3. Provide therapeutic interventions, case management services and referrals to other relevant agencies, where required.
4. Provide a reference point to FVCSS North West, on the impact of the experience of family violence on child and adolescent development, including the associated impact of trauma.
5. Contribute to and participate in the development, implementation and evaluation of programs, including group sessions.
6. Liaise with other relevant program areas to ensure coordination of services.
7. Accurately record and maintain records in the Family Violence Information Management System including details of assessments, supports, interventions and case completion reports in the client record, as required.
8. Participate in quality improvement, education and research projects undertaken by the multidisciplinary team, as required.
9. Maintain contemporary professional knowledge through appropriate continuing professional development activities.
10. Ensure the safety and wellbeing of vulnerable people you may be working with (including children and young people) and immediately report any concerns, disclosures, allegations or suspicions of harm. Actively participate in and contribute to practices that will ensure Communities Tasmania is a child safe organisation including reporting, record keeping and information sharing obligations.
11. 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:

The Psychologist is responsible for:

- Exercising professional judgment in the provision of safe, effective and efficient services as part of the multidisciplinary FVCSS in CHYPP under the general direction of the Team Leader. Regular professional supervision and performance reviews will be provided by the Team Leader or an appropriate person.
- Promoting the principles of workplace diversity and exercising reasonable care in the performance of duties consistent with the relevant Work Health and Safety legislation.
- Working in accordance with the Family Violence Act 2004, Children, Young Persons and their Families Act 1997 and other relevant legislation.
- Being aware of all policies, procedures, code of professional conduct and legislation affecting the duties of this position.
- Practicing in accordance with professional standards for ethical psychological practice as determined by the Psychologist Registration Board.
- Providing support to other health professionals by working collaboratively with other agencies, health professionals, community members and organisations to ensure effective service provision to people impacted by the experience of family violence.
- 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
 - e. serious traffic offences
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Demonstrated knowledge and understanding of family violence and its impact on the developmental needs of children and young people.
2. Demonstrated knowledge and experience in the provision of assessments, support and therapeutic services to children and young people with complex needs, including the ability to liaise effectively with caregivers and other service providers.
3. Demonstrated ability to incorporate a trauma recovery framework into interventions with children and young people and their caregivers and develop and deliver community education activities on matters relating to family violence.
4. Demonstrated efficient and effective task and time management skills, including organising resources to enable the service goals to be achieved. This includes the capacity to perform and complete tasks under various pressures including the ability to implement stress management strategies; exercise professional judgement and initiative and work with general supervision, seeking guidance as appropriate.
5. Well-developed interpersonal and communication skills, including verbal and written skills with the ability to prepare and present documentation including reports for legal and court proceeding and other purposes, as well as accurately record and maintain client records. Ability to work collaboratively as part of a multidisciplinary team and be adaptable and flexible in a complex environment, with the ability to negotiate and manage issues of conflict.
6. Demonstrated commitment to quality improvement, research and ongoing professional development.

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](#).