

# Position Description

## Mental Health Clinical Educator – Occupational Therapy

<b>Classification:</b>	Occupational Therapist /Clinical Educator (Grade 5)
<b>Business unit/department:</b>	Mental Health Division
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input checked="" type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	Victorian Public Mental Health Services Enterprise Agreement 2024-2028
<b>Employment type:</b>	Fixed-Term Part-Time
<b>Hours per week:</b>	7.6
<b>Reports to:</b>	Discipline Senior Occupational Therapist
<b>Date:</b>	July 2026

Austin Health acknowledges the Traditional Custodians of the land on which we operate, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

### Position purpose

The Austin Health Mental Health Occupational Therapist Clinical Educator position will provide leadership and support to the Occupational Therapy workforce including the Early Career & Graduate Program. The role will work with current Occupational Therapy Leadership to design, implement and evaluate education, training and professional development processes & structures across Austin Health that addresses these needs for the Occupational Therapy workforce.

This role will be responsible for liaising with other relevant stakeholders, building relationships, identifying, and facilitating strategies that meet the needs of the Occupational Therapy Workforce including but not limited to Early Career & Graduate workforce learning and development needs.

Some travel across the Austin Health catchment will be required.

### About the Directorate/Division/Department

The Austin Health Mental Health Division (MHD) provides care and services through a comprehensive range of teams to meet the needs of mental health consumers and carers throughout Victoria. Services in the MHD are located across Austin Health and the community.

The Mental Health Division incorporates three program areas:

- Adult & Older Adult Mental Health Services
- Infant, Child and Youth Mental Health Services and,

- Mental Health Specialty Services.

All mental health services work within a clinical framework that promotes recovery-oriented practice and supported decision making. This approach to client wellbeing builds on the strengths of the individual working in partnership with their treating team. It encompasses the principles of self-determination and individualised treatment and care.

## Position responsibilities

### Key relationships:

- **Internal:**
  - o Allied Health Discipline Seniors
  - o Psychology and Social Work Clinical Educators
  - o Mental Health Nursing Education and Training Team
  - o Team Leaders/Managers
  - o Austin Health Allied Health Clinical Education Team
  - o Discipline Lead Occupational Therapist
- **External:**
  - o Existing Occupational Therapy organisations in Victoria as appropriate
  - o Centre for Mental Health Learning,
  - o State-wide mental health training providers
  - o APS and relevant Practice Groups
  - o Universities and undergraduate educators
  - o Other external training providers as appropriate

### Role Specific:

In Collaboration with the Allied Health Clinical Educators:

- Conduct a program of work that identifies the workforce learning and development needs of Occupational Therapists
- Develop and sustain key relationships with other Allied Health Clinical Educators to enable success for both Early Career and other Occupational Therapists
- Contribute to the development of education and training programs for Early Career & other Occupational Therapists in key areas such as Mental State Examination, Risk Assessment, formulation and discipline specific assessments and interventions.
- Develop resources that support the education and training elements for the Early Career Occupational Therapists & other Occupational Therapy staff
- Work with other Allied Health Clinical Educators in the implementation of a robust Orientation Program
- Develop and implement an annual Occupational Therapy Student Placement Program
- Ensure appropriate contemporary, learning and development strategies are implemented for Occupational Therapists across all Mental Health teams and services.
- Develop a sound annual learning and development timetable for the Early Career Occupational Therapists
- Support the development of individual learning plans
- Establish success indicators and evaluate all training activities for the Early Career Occupational Therapists and other Occupational Therapy staff.
- Support wellbeing and resilience of Occupational Therapists through peer reflection and other support frameworks
- Support New Graduate Early Career Occupational Therapists in preparation for a Grade 2 roles upon completion of their Allied Health (AH) Graduate Program



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### Other responsibilities:

- Provide regular reports and updates to relevant discipline committees
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts
- Develop links with Academic programs to ensure curriculum and Research/Post Graduate study sector
- Develop a Competency Standards package aligned with national standards and professional specific workforce guidelines
- Demonstrated commitment to ongoing professional development and ethical practice

## Selection criteria

### Essential skills and experience:

- 10 years' post-graduation experience in clinical mental health
- Well-developed knowledge of the adult, child and adolescent mental health system
- Demonstrated experience in designing and delivering learning and development programs in either Occupational Therapy or Mental Health settings
- Knowledge of the Royal Commission into Victoria's Mental Health System
- Recommendations and commitment to the implementation of same
- An understanding of the policies and procedures associated with the public mental health services
- Demonstrated experience in a leadership role
- Able to competently perform in a position with a degree of autonomy and responsibility
- Ability to work flexibly in a complex large organisation and manage time effectively
- Demonstrated experience working with large and diverse groups of stakeholders
- Demonstrated skills and experience in professional (clinical) supervision
- Displays a clear understanding of the principle of recovery orientated practice and its implementation within a clinical setting
- Demonstrated knowledge of recovery and collaborative clinical practice.
- Ability to work both independently and interdependently
- Display adaptability and flexibility to meet the changing operational needs of the business
- Highly developed written and oral communication skills
- Excellent interpersonal skills and the ability to work effectively in a team environment and collaborate with other disciplines
- A current driver's license
- A current Working with Children's Check

### Desirable but not essential:

- Intermediate or higher information technology skills including use of Microsoft suite including of spreadsheet, word processing, presentation and database software and with audio-visual technology
- Ability to converse in a language other than English
- Excellent presentation and public speaking skills
- Familiarity with the use of video conference, webinar and other multimedia technologies as an aid to learning is an advantage
- Experience in Project Management/Project Coordination
- Ability to contribute to research and program evaluation
- Aboriginal and Torres Strait Islanders and/or those with experience in working with ACCHO and Aboriginal Communities and Families are highly encouraged to apply



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## Professional qualifications and registration requirements

- Relevant professional qualification in Occupational Therapy Registration with Australian Health Practitioner Regulation Agency (AHPRA)

## Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

## Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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