

Position Description

Graduate Occupational Therapist

Classification:	Occupational Therapist Grade 2
Business unit/department:	Mental Health Division
Work location:	Austin Hospital Heidelberg Repatriation Hospital Royal Talbot Rehabilitation Centre
Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2024 - 2028
Employment type:	Full-Time Fixed-Term 24 months
Hours per week:	40 hours (38 + ADO) per week
Reports to:	Program Manager/Nurse Unit Manager (dependent on rotation)
Direct reports:	N/A
Financial management:	N/A
Date:	September 2026

Position purpose

This fixed term full-time role is a Grade 2 position for 24 months, from **Monday 8th February 2027**

This position includes:

- 2 X 12-month rotations within the Mental Health Division
- Regular professional development including OT specific training
- Regular, individual discipline specific supervision
- Access to OT Clinical Educators support

The Grade 2 position will work in multidisciplinary teams and will be supported as they develop their general and discipline specific clinical skills.

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.

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 individualized treatment and care.

The Mental Health Division comprises:

Adult Services including:

- North East Area Mental Health Service (NEAMHS)
- Community Recovery Program (CRP)
- Prevention & Recovery Care (PARC) program
- Perinatal Support Unit
- Acute Psychiatry Unit (APU)
- Secure Extended Care Unit (SECU)
- Eating Disorders Program (EDP)

Infant, Child & Youth Mental Health Services (ICYMHS) including:

- Child Community Teams (0-12 years)
- Community Youth Teams (12-25 years)
- Booboop Narrkwarren Nagarra-jarra-noun (family healing centre)
- Child Inpatient Unit
- Adolescent Inpatient Unit
- Youth Early Psychosis Service (YEPS)
- Adolescent Intensive Management (AIM)

Specialty Services with state-wide role including:

- Psychological Trauma Recovery Service (PTRS)
- Brain Disorder Program (BDP)
- Transitional Support Unit (TSU)

Position responsibilities

Key Accountabilities:

- Provide Occupational Therapy assessments and interventions that are evidence based and within scope of practice
- Work within multidisciplinary teams to provide a comprehensive service to consumers and their family/carers
- Clinical work as allocated, including individual, family/carer and group work
- Work within your scope of practice and seek help where required
- Continue to learn through mandatory training and other learning activities
- Seek regular feedback on your work and actively engage in supervision
- Prioritise your wellbeing and ensure safe work practices are adhered to
- Active participation in team meetings and clinical reviews
- Build effective relationships with colleagues and service providers to ensure optimal outcomes for consumers
- Demonstrate the values of Austin Health in everyday practice
- Participate in organizational change and show a commitment to innovation
- It is expected that you will attend and actively participate in the graduate program



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Report writing and administration:

- Document in records for all consumers according to standards, hospital protocols and guidelines
- Provide reports/referrals to external agencies as appropriate
- Utilise Austin Health clinical technologies and tools as per policies procedures and guidelines.

Professional Development:

- Undertake education and training to ensure clinical practice is current and evidence based
- Demonstrate a commitment to continuous self-improvement and learning

Quality and Risk:

- Maintain an understanding of individual responsibility for consumer safety, quality and risk
- Be aware of and comply with the mandatory training and core education requirements
- Maintain a safe working environment for yourself, your colleagues, consumers, family/carers and members of the public
- Report incidents or near misses that have or could have impact on safety

Information Management:

- Adhere to Austin Health's policies for use of Information Technology
- Record accurate statistics as per policy and procedures

Selection criteria

Essential Knowledge and skills:

- Knowledge of mental health across the lifespan and how this may impact on performance and participation in occupations
- An understanding and commitment to recovery orientated practice and client centred care
- A basic understanding of the mental health service system and the *Mental Health Wellbeing Act 2022*
- Ability to undertake a range of evidence-based OT assessments and interventions, including individual, family and group work.
- An understanding of generic mental health assessments (ie MSE, Risk assessments)
- Ability to work with consumers, family and carer's from a range of cultural backgrounds and to provide gender sensitive services
- Ability to function effectively as part of a multidisciplinary team and capacity to work independently
- Well-developed interpersonal skills and ability to communicate effectively with others (verbal and written)
- Sound organisational skills and demonstrated capacity for using initiative and problem solving
- Demonstrated interest in ongoing professional development and supervision with the ability to reflect and learn from experience
- A commitment to Austin Health values: Our actions show we care, we bring our best, together we achieve and we shape the future



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Desirable but not essential:

- Competent computer skills
- Ability to converse in a language other than English
- Aboriginal and Torres Strait Islanders and/or those with experience in working with ACCHO and Aboriginal Communities and Families are highly encouraged to apply

Professional qualifications and registration requirements

- Relevant professional qualification in Occupational Therapy
- Registration with Australian Health Practitioner Regulation Agency (AHPRA)
- A current Victorian driver's license
- A current Working with Children's Check
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Quality,

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.



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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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