

Position Description

Orthoptist G2

Classification:	Grade 2
Business unit/department:	Orthoptics
Work location:	Austin Hospital <input type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Employment type:	Fixed-Term Part-Time
Hours per week:	Average 15 hours week
Reports to:	Operational - Chief Orthoptist Clinical - Director of Ophthalmology Professional - Director of Allied Health
Direct reports:	nil
Financial management:	Budget:
Date:	November 2025

Position purpose

The Grade 2 Orthoptist is a clinical leader, responsible for delivering high-quality, evidence-based orthoptic care across Austin Health. This role integrates skilled clinical practice with leadership, education, research, and service development to ensure optimal patient outcomes and continuous service improvement.

With at least five years of professional experience, the Grade 2 Orthoptist is expected to exercise patient focussed care, work autonomously in clinical decision-making (training can be provided), and contribute to the strategic and operational planning of the Ophthalmology Unit. The role includes mentoring and supervising junior orthoptic staff and students, contributing to clinical audits (including biometry and cataract surgery outcomes), and fostering strong relationships with key stakeholders such as La Trobe University and Orthoptics Australia.

Working in close collaboration with the Chief and Grade 3 Orthoptist, the Grade 2 orthoptist supports service leadership by promoting best practice standards, advancing innovation through research and teaching, and ensuring clinical governance and quality assurance within the orthoptic service.

This role is fixed-term, part-time from January 2026 – February 2027 and averages 15 hours a week over two days (Mondays and Thursdays). It is based within Ophthalmology Outpatients at our Heidelberg Repatriation Campus.

About the Directorate/Division/Department

The Ophthalmology Unit is based in the Outpatients Department at the Repat Campus, where multiple clinics run throughout the week.

The Orthoptic Unit, closely integrated with the Ophthalmology Unit, delivers comprehensive orthoptic services across Austin Health. Both inpatient and outpatient orthoptic services are based at the Repat Campus and the Royal Talbot Campus. The unit is dedicated to providing high-quality patient care and has a strong commitment to undergraduate and postgraduate teaching.

Both the Ophthalmology and Orthoptic Units operate within the Surgical and Procedural Medicine (SAPM) Division, which offers a broad range of surgical services, including elective and 24/7 emergency surgery. The division is committed to delivering exceptional patient care and fostering ongoing professional development for its staff.

Position responsibilities

Role Specific:

Leadership & Strategic Support

- Provide clinical leadership in designated orthoptic-led clinics, supporting the Chief and Grade 3 orthoptists in driving service excellence across Austin Health.
- Support the implementation of service improvement initiatives and caseload prioritisation strategies to enhance responsiveness and safety of clinical services.

Clinical Excellence & Quality Improvement

- Deliver high-quality, evidence-based orthoptic care with strong clinical knowledge in areas such as cataract, glaucoma, neuro-ophthalmology, and retinal disease.
- Work collaboratively with orthoptists, ophthalmologists, nursing staff, and registrars to ensure efficient multidisciplinary clinics and optimal patient flow.
- Assist in the auditing of clinical outcomes (e.g., cataract surgery results, biometry accuracy) to inform quality improvement.



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Workforce Development & Professional Leadership

- Provide professional supervision, guidance, and support to Grade 1 orthoptists and orthoptic students.
- A keen interest in providing student supervision to La Trobe University Orthoptic students and experience with Placeright will be highly regarded.
- Promote a positive team culture and collaborative working environment aligned with Austin Health values.

Education & Research

- Lead and contribute to the clinical teaching of undergraduate orthoptic students in partnership with La Trobe University and in alignment with the department's teaching program.
- Support and participate in the teaching of ophthalmology registrars and medical students, fostering an interprofessional learning environment.
- Actively engage in clinical research and support the Chief Orthoptist and Grade 3 Orthoptist in facilitating and promoting research activity within the unit.
- Participate in internal and external professional development events and demonstrate a commitment to continuing professional growth, including presenting at conferences and professional forums.

Operational & Administrative Support

- Support the Grade 3 and Chief Orthoptist in optimising clinic workflow and patient scheduling, ensuring high-quality and timely care delivery.
- Participate in departmental meetings, clinical governance activities, and Austin Health's performance development program.
- Undertake administrative tasks including documentation, reporting, and stock/equipment liaison in support of the service.

Stakeholder Engagement & Collaboration

- Maintain effective communication and relationships with internal departments, La Trobe University, and professional bodies including Orthoptics Australia.
- Represent the orthoptic service in relevant forums and promote its contributions to interdisciplinary patient care and service innovation.

Credentialing and Scope of Clinical Practice

- Current registration with the Australian Orthoptic Board (AOB).



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Selection criteria

Essential Knowledge and skills:

- Bachelor of Orthoptics & Ophthalmic Sciences (or equivalent qualification) and registration with the Australian Orthoptic Board.
- Minimum of five (5) years of clinical experience in orthoptics.
- Proven ability to work collaboratively within a multidisciplinary team to provide coordinated, high-quality care.
- Commitment to delivering high-quality, evidence-based, patient-centred care.
- Strong understanding of professional, legal, and ethical standards in orthoptic practice.
- Demonstrated commitment to continuous quality improvement, patient safety, and clinical governance.
- Capacity to contribute to research and educational programs in collaboration with the wider ophthalmology team.
- Highly developed interpersonal and communication skills, with the ability to engage effectively with colleagues, students, patients, and stakeholders.
- Proficient in the use of clinical information systems and electronic health records.
- Advanced computer literacy, including Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).
- A commitment to Austin Health values, ensuring professional integrity and excellence in patient care.

Desirable but not essential:

- Previous public hospital experience.
- Proven ability to work independently and exercise high level professional judgement in orthoptic-led clinics.
- Demonstrated experience in mentoring and supporting the development of junior orthoptists and students.
- Experience supporting and coordinating La Trobe University undergraduate Orthoptic Students and use of systems such as Placeright.
- Active involvement in undergraduate and postgraduate teaching of orthoptic and medical students.

Professional qualifications and registration requirements

- Bachelor of Orthoptics & Ophthalmic Sciences or equivalent.
- Registration with the Australian Orthoptic Board (AOB).



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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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