Position Description

Social Worker Grade 2

Classification:	Social Worker Grade 2 (SC21 - SC24)
Business unit/department:	Allied Health / Social Work
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☒ Royal Talbot Rehabilitation Centre ☒ Other ☐ (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
	Choose an item.
	Choose an item.
Employment type:	Fixed-Term Full-Time
Hours per week:	38 (+ ADO)
Reports to:	Grade 4, Social Worker
Direct reports:	Nil
Financial management:	Budget: nil
Date:	November 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 Grade 2 Social Worker will deliver high quality and effective Social Work interventions to patients and families in a range of settings. These services will be based on the strongest contemporary evidence and will be aligned with professional values, skills, knowledge, theory, relevant policies and legislation.

The Grade 2 Social Worker will ensure maintenance of currency of practice through active participation in professional development and clinical supervision.

About the Social Work Department

The Social Work Department aims to provide services to Austin Health patients and their families/carers which assists in the minimisation of the negative impacts of illness and hospitalisation. We aim to enhance social and emotional functioning through targeted interventions; whilst leading and excelling in research, teaching and the use of person-centred evidence-based practice.

Supported by a team of senior clinicians, staff have opportunities to participate in activities such as professional supervision and performance review, research, quality improvement activities, undergraduate and/or post-graduate student teaching. Social workers also have opportunities to further develop skill and knowledge with access to further training (including leadership training, and project skills development training) relevant to their role.

The Social Work Department forms part of the Division of Allied Health, which comprises the following services: Physiotherapy, Social Work, Speech Pathology, Occupational Therapy, Nutrition and Dietetics, Orthotics and Prosthetics, Podiatry, Clinical and Neuropsychology (Royal Talbot site) and Creative and Leisure Services, Tracheostomy Review and Management Service. Spiritual Care, Language Services, Ngarra Jarra (Aboriginal Health) Program, Disability Liaison Officer Program and Ability@Austin.

The Social Work Department provides services on all three sites of Austin Health, across a wide range of clinical and ambulatory services. Social Work staff are expected to travel across sites as required and adopt a flexible approach to clinical caseload management and the provision of care during periods of planned and unplanned leave.

Grade 2 and 3 Social Work employees may be rostered across a 7-day working week, by agreement.

Position responsibilities

The Grade 2 Social Worker will provide high quality social work services to Austin Health patients. The grade 2 Social Worker will:

Clinical

- Demonstrate a solid understanding of the core elements of social work practice and ensure that practice is contemporary and aligned with evidence-based principles.
- Undertake comprehensive psychosocial assessments, develop and implement appropriate intervention plans, including care planning, counselling, and discharge planning for patients and their families.
- Assess and respond where patients and or family members are vulnerable or at risk, such as children at risk, elder abuse, family violence, including use of required templates and forms and informed by legislation.
- Proactively contribute to case conferences and clinical discussions, ensuring psychosocial factors are considered in treatment, rehabilitation/goals of care, and discharge planning.
- Facilitate and contribute to family meetings and use solution-focused and conflict resolution skills to resolve issues when required.
- Develop and implement appropriate discharge plans which include long term care management

plans when required.

- Participate in and facilitate Group Work as required.
- Liaise with other personnel and/or institutions regarding patient care and/or issues as appropriate.
- Ensure social work assessment and interventions are delivered within KPIs.
- Proactively seek clinical support and escalation from senior staff where indicated or required.
- Ensure documentation and data management regarding clinical care is completed as per guidelines and within KPIs.
- Perform other duties as directed by Social Work Manager.

Quality Improvement and Compliance

- Proactively participate in quality improvement and research activities that support evidence-based practice and align to the Social Work and Allied Health Division strategy.
- Proactively participate in quality assurance processes including audits to support compliance and accreditation requirements.
- Comply with discipline and organisational policies, procedures, and guidelines.
- Participate in department performance review and development process.

Education

- Provide Clinical Supervision and training to Grade 1 Social Work staff and Social Work students.

Research

- Maintain awareness of research activities being undertaken in the Social Work department.
- Participate in department and Allied Health research activities, including attending Journal Clubs, Research week activities, and Grand Rounds as relevant to role.

All Employees

- Comply with Austin Health policies & procedures as amended from time to time.
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments.
- 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 of processes.
- Comply with the principles of person-centred care.
- Comply with requirements of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- Comply with Austin Health mandatory training and continuing professional development requirements.
- Work across multiple sites as per work requirements and/or directed by management.

Selection criteria

Essential requirements

- Approved degree in Social Work and eligible for practicing membership of Australian Association of Social Work (AASW).
- Demonstrated ability to undertake psychosocial assessments, develop and implement intervention plans, including care planning, counselling, discharge planning and provision of support to patients with complex health conditions and discharge planning needs.
- Proficiency in a range of interventions appropriate to health context, including crisis intervention, group work, disability and aged care applications, and contribution to patient and family meetings.
- Knowledge of community resources, including NDIS and the ability to negotiate, advocate and problem-solve to support patients to exit hospital quickly and safely.
- Solid communication skills, both written and verbal.
- Solid demonstrated knowledge of theory to underpin Social Work assessment and intervention planning, including provision of care in a health context.
- Demonstrated commitment to provision of culturally sensitive care and inclusive practice.
- Maintain valid Working with Children Check.

Desirable requirements

- Experience in public health context.

Professional qualifications and registration requirements

- Approved degree in Social Work and eligible for practicing membership of Australian Association of Social Work (AASW).

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.

Manager Signature	
Employee Signature	
Date	