

# Position Description

## Senior Occupational Therapist

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| <b>Classification:</b>           | Senior Occupational Therapist – Grade 3  |
| <b>Business unit/department:</b> | Boobop Narrakwarren – Nagarra jarra noun (BNNJN)<br>Infant Child and Youth Mental Health Service (ICYMHS),<br>Mental Health Division (MHD)   |
| <b>Work location:</b>            | Onsite at 12 Grieve St Macelod The Centre is located remotely from Austin Health.<br>Staff work on site with travel required between campuses as required including outreach to metropolitan and regional areas for the purpose of readmission and post discharge work |
| <b>Agreement:</b>                | Victorian Public Mental Health Services Enterprise Agreement 2020-2024   |
| <b>Employment type:</b>          | Parental Leave Cover   |
| <b>Hours per week:</b>           | 30.4 hours per week (flexible start and finishing times)   |
| <b>Reports to:</b>               | Operational – Centre Manager<br>Professional – Discipline Senior Occupational Therapy  |
| <b>Date:</b>                     | December 2025  |

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 purpose of this role is to provide expert, senior-level Occupational Therapy (OT) clinical leadership within the residential setting of BNNJN.

The role ensures that infants, children, and parents e receive high-quality, developmentally appropriate OT support to improve the child's functional outcomes and mental wellbeing

### About the Directorate/Division/Department

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

In 2016 the Victorian Government introduced the Safewards model throughout all public mental health services. It is designed to create a safe and supportive environment; to improve therapeutic relationships and increase the potential for collaboration between staff and consumers. Austin Health is committed to the Safewards model through ongoing education and resourcing. All mental health clinicians are expected to have a sound understanding of the model and its application in clinical practice.

**Boomboop Narrkwarren Nagarra-jarra-noun** (Family Healing) comes under the directorate of the Mental Health Division (MHD) Infant Child and Young People's Mental Health (ICYMHS).

BNNJN is an early intervention service providing mental health recovery and support for children aged 0 – 12 years and their families.

The Boomboop Narrkwarren Nagarra-jarra-noun Centre provides a specialised therapeutic residential service for children who have experienced adverse life events and whose developmental trajectories continue to be disrupted by ongoing trauma related secondary adversities.

The Centre supports these children and families / care systems to connect or reconnect with one another and with their communities by building meaningful, trusting therapeutic relationships. The Centre's therapeutic milieu and multi-modal suite of therapeutic interventions provide evidence-based specialist support towards the work of restoring the child's wellbeing and developmental trajectory. Innovative and flexible service design ensures that Victoria's most vulnerable children and families / care systems are supported to engage with the Centre and to sustain gains made at the Centre, via pre-and-post-stay therapeutic support.

## Position responsibilities

Role Specific:

### Direct Comprehensive Care

- Independently and actively collaborate and promote evidenced-based occupational therapy in a multidisciplinary context, providing high quality, assessment, treatment and consultation.
- Contribute to the understanding of the child's strengths and difficulties from an occupational performance perspective and support the understanding of sensory processing and the role of sensory interventions in the treatment of trauma related behaviours, providing recommendations to support co-and-self-regulation awareness and self-regulation strategies at an individual / group / family / staff / school level.
- Interpret previous occupational therapy reports, liaise with community support, and provide feedback and recommendations to staff and family.
- Assist in the coordination of the Centre's group therapy program.
- Display a clear understanding of, and sophisticated practice in, the principles of recovery-orientated, trauma-informed, family-centred and collaborative care and expertise in engaging children and their families within a range of settings.
- Provide high quality, evidence-based clinical assessment, risk formulation and treatment at an individual or systems level as indicated by clinical need.



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- Provide an exemplary care coordination service to children and their families who come to the Centre, with an emphasis on meeting complex needs and supporting them through their mental health journey.
- Actively lead the implementation, monitoring and evaluation of treatment objectives for OT specific caseload and support other staff achieving theirs for shared cases.
- Provide high quality and evidence-based family and/or carer support including their active involvement in treatment and discharge planning.
- Consider the child's needs, safety and wellbeing in all aspects of practice and ensure the child's voice is heard in situations that directly affect them and provide care that is physically, emotionally, socially, culturally, and spiritually safe.
- Demonstrate understanding of diversity.
- Demonstrate understanding of and commitment to Austin Health's Reconciliation Action Plan.
- Provide outreach assessment, treatment and liaison as indicated.
- Demonstrate appropriate clinical independence, seeking support when necessary.
- Demonstrate excellent interpersonal and negotiation skills in supporting the management of the most complex of cases in the team, in interagency case meetings and discharge planning.
- Strive towards continuous improvement, by initiating, participating, and continuously evaluating the quality and outcomes of service design and intervention.
- Work collaboratively with the lived experience workforce empowering them in their roles in providing a lived experience perspective to the service.
- Comply with relevant professional and mental health sector legislative and statutory requirements.

### Professional Leadership

- Supports the leadership team in providing direction and leadership, based on expert clinical knowledge and experience, in a multidisciplinary team environment.
- As a senior clinician actively contributes to enhancing a positive ICYMHS culture; helps to create a team environment which promotes opportunity for learning and development, safety and welfare of staff and fosters collaboration and innovation in practice.
- Contribute discipline specific specialist knowledge to the development of evidence-based practices, policies, and procedures to inform the provision of service delivery, education, and consultation activities.
- Reflects on and in practice, in line with Austin Health values applies these when interacting with others.
- Communicates information and expectations in a way that builds effective and collaborative working relationships with others.
- Maintain an awareness and practice of safety issues, the safe practice policy and procedures of the service, and relevant legislation to ensure that risks to consumers, carers, families, staff and the community are minimised.
- Work collaboratively with the team's Consultant Psychiatrist(s) and Therapeutic Specialists.
- Hold relevant portfolios to support ICYMHS and MHD initiatives and priorities.



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## Teaching

- Provide input into department policy and procedures regarding training and education for staff, students and other health professionals.
- Participate in undergraduate and postgraduate student training in the OT clinical stream.
- Initiate and provide teaching/clinical guidance to other members of the department utilising expertise through, for example, direct teaching, team meetings and continuing education forums.

## Consultation Liaison

- Provide primary, secondary, and tertiary consultation to government and non-government organisations, young people and family primary health care services, education providers, etc and network with these to enhance service delivery.
- Demonstrate excellent interpersonal and negotiation skills, supporting the management of the most complex cases in the team, interagency case meetings and discharge planning.
- Support and enhance understanding and identification of social, emotional and behavioural problems to reduce impact of mental health difficulties during admission.

## Information Management

- Appropriately use information and communication systems that support the effective and efficient clinical and administrative operation of the position and safe and effective care.
- Complete a high standard of accurate and timely clinical documentation and data entry in an efficient manner and in accordance with CYMHS / MHD and relevant professional / mental health sector statutory requirements.
- Comply with Austin Health data collection standards.

## Support of Systems / Safe Practice Environment

- Maintain an awareness and practice of safety issues, the safe practice policy and procedures of the service, and relevant legislation to ensure that risks to consumers, carers, families, staff and the community are minimised.
- Be aware of and adhere to safety and other procedures within CYMHS, MHD and sites you visit.
- Undertake roles and other duties as directed appropriate to your experience and training that are necessary for the efficient functioning of the team and the service.

## Education / Ongoing Professional Development

- Actively participate in regular supervision (clinical, operational, and professional) and performance development and review processes and provide professional supervision to relevant disciplines in the Division.
- Participate in both internal and external continuing education programs and demonstrate a commitment to improving professional performance and development to satisfy Continuing Professional Development requirements.
- Contribute to team, discipline and CYMHS operational activities, portfolio-management, service planning, research and evaluation activities so that the team's and service's performance and culture is safe, healthy and productive with a view to continual improvement.



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## Research and Quality

- Strive towards continuous improvement, by initiating, participating and continuously evaluating the quality and outcomes of service design and intervention.
- Lead discipline specific improvement activities in a clinical team of care.
- Identify potential risks and implement systematic prevention strategies in the designated clinical stream in accordance with Austin Health policy and procedures.
- Supports and actively participates in research and implements findings into clinical practice.
- Aware of and adherence to ethical research practices.
- Maintain awareness and practice of safety issues, the safe practice policy and procedures of the service, and relevant legislation to ensure that risks to consumers, carers, families, staff and the community are minimised, and environments are well maintained.
- Demonstrate capacity to undertake/support research, publication of work and public presentation within the local, national and international healthcare community

## Selection criteria

### Essential skills and experience:

- Senior clinician, with at least 7 years of clinical experience as a registered Occupational Therapist with demonstrated expertise in working with complex child and youth mental health presentations requiring of OT assessment and treatment.
- Demonstrated understanding of child development and the importance of play as the occupational or life role of infants and children.
- Demonstrated knowledge of recovery and collaborative clinical practice.
- Knowledge of, and experience in delivering, a range of psychotherapeutic interventions for both individuals and groups.
- Demonstrated ability to provide secondary consultation to families, and to primary and other specialist service providers on behalf of the team (at a senior clinician level).
- Strong organisational and time management skills as shown by a dynamic and flexible approach to time management and clinical caseload demands.
- Demonstrated commitment to evidence-based practice research and quality improvement activities in a work setting.
- Demonstrated cultural sensitivity when working with young people and their families from diverse backgrounds.
- Ability to work well under direct supervision and more independently.
- Demonstrated capacity to work with the interpersonal challenges, difficulties and conflict that may arise in any professional team environment.
- Proficiency in keyboard skills and information technology systems and applications (Microsoft Office, search engines, databases, etc.) as required by the role.
- A commitment to Austin Health values.
- Training in Clinical Supervision (relevant to your discipline or area of practice) and experience in providing high quality supervision to other clinical staff.
- Willingness and ability to work outside business hours and in an outreach capacity, including early morning and evening shifts.



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- Training in, or willingness to complete training in Mentalization Based Treatment for Children and Families.
- Knowledge of the Mental Health Act 2014 and other relevant legislation and conventions, especially: Child, Youth and Families Act 2005; the Privacy Act 1988; the UNICEF Convention of the Rights of the Child (UNCRC, 1989); the Drugs, Poisons and Controlled Substances Regulations 2017; Occupational Health and Safety Act 2004.

#### **Desirable but not essential:**

- Post-graduate training and experience in child and youth mental health, family therapy.
- Training and experience in developmental psychiatry.

### **Professional qualifications and registration requirements**

- Relevant professional qualification in OT with current Registration with Australian Health Practitioner Regulation Agency (AHPRA) where applicable.
- Must meet the minimum years of clinical experience and registration to be eligible for a senior Grade 3 role according to the Enterprise Agreement.
- A current, unrestricted Working with Children's Check.
- A current, unrestricted Driver's License.

### **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.



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- 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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