



ACT Government Gazette

Gazetted Notices for the week beginning 15 November 2018

VACANCIES

Calvary Health Care ACT (Public)

Pre Admission Clinic

Registered Nurse

Executive Level RN1 \$71,965-\$84,888, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 25 November 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference Number: 20644

Contact Officer: Anne Eade anne.eade@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Physiotherapy

Senior Physiotherapist

Executive Level HP4 \$100,462 - \$108,140, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 29 November 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference Number: 20713

Contact Officer: Jennifer Azurin (02) 6201 6190 jennifer.azurin@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Home Based Palliative Care

Registered Nurse

Executive Level RN2 \$88,249-\$93,533, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 2 December 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20736

Contact Officer: Bradley Smith 02 6264 7300 bradley.smith@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Nurses Relief Pool

Registered Nurse

Executive Level RN1 \$63,548 - \$84,888, Canberra (PN: Expected Several)

Gazetted: 20 November 2018

Closing Date: 28 November 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20711

Contact Officer: Janeen Johnson janeen.johnson@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Emergency Department

Career Medical Officer

Executive Level Senior Night Registrar, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 13 December 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20700

Contact Officer: Dr David Banfield david.banfield@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Emergency Department

Registrar and Senior Registrar

Executive Level Registrar and Senior Registrar \$98,704 - \$138,677, Canberra (PN: Expected, several)

Gazetted: 20 November 2018

Closing Date: 13 December 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference Number: 20717

Note: 2019 Clinical Year Registrar and Senior Registrar Positions

Contact Officer: Dr David Banfield david.banfield@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Medical Specialties

Nurse Manager

Executive Level Registered Nurse \$114,377 - 130,586, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 2 December 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20712

Contact Officer: Anne Eade anne.eade@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Health Care Records

Health Care Records Team Leader

Executive Level Administration Service Officer \$74,081 - \$78,415, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 25 November 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20707

Contact Officer: Toni Paterson toni.paterson@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Occupational Therapy Department

Junior Occupational Therapist

Executive Level Health Professional \$57,941 - \$84,816, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 16 December 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20733

Contact Officer: Michael Malcomess michael.malcomess@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Ward Support Services

Ward Clerk

Executive Level ASO2 - ASO3 \$52,991 - \$64,616, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 25 November 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20264

Contact Officer: Suzeanne Hayward Suzeanne.Hayward@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Patient Accounts

Administration Assistant

Executive Level ASO3 \$60,039 - \$64,616, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 29 November 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20744

Contact Officer: Ronya Akbar Ronya.Akbar@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Occupational Therapy Department

Health Professional

Executive Level HP3 87,257 - \$91,942, Canberra (PN: Expected)

Gazetted: 20 November 2018

Closing Date: 16 December 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20704

Contact Officer: Michael Malcomess (02) 6201 6087 michael.malcomess@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Allied Health

Physiotherapy

Senior Therapist

HP3 \$87,257 - \$91,942, Canberra (PN: TBA)

Gazetted: 15 November 2018

Closing Date: 25 November 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference Number: 20611

Contact Officer: Jason Whittingham 62016960 Jason.whittingham@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Canberra Institute of Technology

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

CIT Health, Community and Science

Human Services

Nursing Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 41807)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: An exciting opportunity has opened up for a Registered Nurse who has outstanding qualities and an interest in teaching in the Vocational Education and Training sector at CIT Human Services Department. The Department of Human Services delivers a range of programs from the National Training Packages in Community

Services and Health Care. These include the Certificate III in Individual Support (Ageing, Disability and Home and Community), Certificate IV in Ageing and Disability and the Diploma in Nursing, as well as a range of non-accredited, industry specific programs for the continual education of industry professionals. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply. Eligibility/Other Requirements: Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017, sub-Clause 40 (https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0020/530084/CIT-Teachers-Agreement.pdf). New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015. Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or equivalent). Teachers in the Diploma of Nursing Program are required to have a current registration with Australia Health Practitioner Regulation Agency (AHPRA) and a professional qualification relevant to teaching nursing at AQF Level 7 as per Australian Nursing and Midwifery Accreditation Council (ANMAC) requirements. All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Teaching experience in the VET sector and experience in working with enrolled nursing students is desirable. Note: This position is for temporary filling for a period of two years with the possibility of extension up to, but not exceeding 5 years in total. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, & Section 20 – Direct promotion - general and CIT Enterprise Agreements. Contact Officer: Linda Willington (02) 6207 0972 linda.willington@cit.edu.au

Corporate Services

Business Support

Business Support Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 54106)

Gazetted: 19 November 2018

Closing Date: 26 November 2018

Details: Canberra Institute of Technology (CIT) is seeking a highly motivated individual to provide administrative support in accounts, office services, purchasing and procurement, including preparation of purchase requests, obtaining of quotes, and making purchases via corporate credit cards; preparing journals, accounts payable and accounts receivable transactions; processing and actioning travel requests and acquittals; maintenance of appropriate records and documentation. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available from 14 January 2019 to 13 January 2020 with the possibility of extension up to but not exceeding five years in total. Part-time hours will be considered. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion - general and CIT Enterprise Agreements.

Contact Officer: Ildi Lee (02) 6207 3466 ildi.lee@cit.edu.au

Chief Minister, Treasury and Economic Development

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

**Economic Development
Operations and Delivery
Events ACT**

Events Project Coordinator

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 13613)

Gazetted: 19 November 2018

Closing Date: 5 December 2018

Details: As an Event Project Coordinator at Events ACT, you will be working in a fast-paced environment. Responsible for the delivery of major events including Floriade and the Enlighten Festival as well as many much loved cultural events such as the Canberra Nara Festival, Reconciliation Day, the Canberra Balloon Spectacular, New Year's Eve and Australia Day to name a few, there is never a dull moment at Events ACT as we strive to showcase the best of Canberra through our events. The successful candidate will be undertaking event and project coordination activities associated with the planning, management and delivery of community and major events in the ACT. You will need to be highly motivated, reliable, willing and committed to contributing to a high performing team. Your ability to demonstrate high level organisational and project management skills, adapting to changing priorities is key in this role. With a positive disposition and generating solution focussed outcomes under pressure, you will have proven high-level interpersonal and customer service skills, including conflict resolution and managing challenging situations. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

How to Apply: Applications should include an Application Coversheet, a current resume, a response to the Selection Criteria outlined in the Position Description, and the name and contact details of two referees.

Note: This is a temporary position available as soon as possible for 12 months with possibility of extension and/or permanency.

Contact Officer: Ross Triffitt (02) 6207 1383 ross.triffitt@act.gov.au

Shared Services ICT

Technology Services

Applications Service Delivery

Test Coordinator

Information Technology Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 40952)

Gazetted: 19 November 2018

Closing Date: 26 November 2018

Details: Applications Service Delivery (ASD) are seeking an experienced and motivated person to undertake the role of Test Coordinator to manage, maintain and update the ASD Test Team test lab and associated infrastructure. The successful applicant will also have a proven understanding of implementation and coordination of the end to end testing of Standard Operating Environments (SOE) based development and operational deliverables. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply. Eligibility/Other Requirements: The successful applicant will need to hold or be able to rapidly obtain an ACT Government Baseline Security Clearance.

How to Apply: After reviewing the Position Description please provide a written response describe your experiences and claims of suitability to the "What You Require" capabilities, while reflecting on "What You Will Do". Applications should be limited to a Cover Sheet, Curriculum Vitae and no more than three pages of capability responses.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months. The successful applicant may be selected based on the written application and referee reports only.

Contact Officer: Stephen Cox (02) 6207 8789 stephen.cox@act.gov.au

Access Canberra

Licensing and Registrations

Liquor and Gaming

Licensing Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 13860, several)

Gazetted: 19 November 2018

Closing Date: 26 November 2018

Details: Are you looking for interesting and fulfilling work in a unique Government environment where you can see the impact you have on the Canberra community and the opportunity to work with passionate, innovative and experienced leaders who encourage and support you to develop your interests and expertise? Access Canberra helps community organisations, business and individuals work with the ACT Government and is constantly looking for new ways to deliver our services. The Liquor and Gaming Unit processes applications for new licences, registrations and permits and the renewal of these on behalf of the Commissioner for Fair Trading and the ACT Gambling and Racing Commission and is looking for dynamic, flexible solution focused applicants to join the unit in the Licensing Officer role. The successful applicants will be part of a cooperative team focused on delivering regulatory outcomes whilst creating an environment conducive to innovation and change. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications or experience in a complex work environment are highly desirable.

How to Apply: Applications are sought from potential candidates and should include a supporting statement of no more than one page outlining experience and/or ability in the above areas, contact details of at least two referees and a current Curriculum Vitae.

Note: These are temporary positions available as soon as possible for up to six months with the possibility of extension. Selection may be based on application only.

Contact Officer: Dale Pegg (02) 6207 0458 dale.pegg@act.gov.au

Economic Development

Skills Canberra

Engagement and Client Services

Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 02380)

Gazetted: 16 November 2018

Closing Date: 23 November 2018

Details: Skills Canberra is seeking a highly capable applicant to fill the position of full-time Administration Officer. The position provides high level customer service to stakeholders including industry clients, employers, trainees, apprentices, Apprenticeship Network providers (ANPs), Registered Training Organisations (RTOs) and Group Training Organisations (GTOs). Applicants will be required to meet deadlines, using a range of business technologies to support appropriate problem solving and decision making skills. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Knowledge of or the ability to quickly develop knowledge of vocational education and training programs and structures within the ACT and nationally.

Note: Selection may be based on written application and referee reports only. A merit pool may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Kelly Aldred (02) 6205 2578 kelly.aldred@act.gov.au

Partnership Services Group

Shared Services

Service Centre - ICT Service Desk

ICT Service Delivery Officer

Information Technology Officer Class 1 \$64,616 - \$73,554, Canberra (PN: 14328, several)

Gazetted: 19 November 2018

Closing Date: 26 November 2018

Details: Shared Services Service Centre is currently looking for highly motivated individuals with experience in providing first level technical support as well as experience in providing onsite support. You will be responsible for providing and coordinating support to a number of ACT Government Directorates. You will have a strong customer focus and a willingness to be part of a dynamic team is essential. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Educational and professional qualification checks may be undertaken prior to employment. A current driver's licence or the ability to quickly acquire a driver's licence is highly desirable. Knowledge of the Information Technology Infrastructure Library (ITIL) structure and principles would be advantageous. A strong understanding of the ACT Government's Information and Communications Technology infrastructure environment and experience in the use and support of ICT systems and applications would be highly regarded.

Note: These are temporary positions with one position available for up to 12 months and several others available for shorter periods to backfill staffing movements. An order of merit may be established and there is the possibility of extension less than 12 months or possibility of permanency. Successful applicants may be required to provide onsite support or work on the Service Desk and must be willing to rotate between roles as required.

How to Apply: Please review the Position Description for further details about the role and the capabilities required to perform the duties and responsibilities of the position. Please submit a written response of up to two pages, contact details for at least two referees and a current Curriculum Vitae, including Application Coversheet. The response should be written in the form of a pitch, provide evidence of your capacity to perform the duties and responsibilities (what you will do). Your pitch should detail your greatest achievements and how they relate to this position and its requirements, as well as outline your ability and experience and how they make you suitable for the role.

Contact Officer: John O'Neill (02) 6207 9698 john.oneill@act.gov.au

Economic Development

Skills Canberra

Engagement and Client Services

Administration Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 02408, several)

Gazetted: 15 November 2018

Closing Date: 23 November 2018

Details: Skills Canberra is seeking highly capable applicants to fill two positions of full-time Administration Officers. The positions are required to provide customer service focused outcomes to stakeholders and the public on matters relating to ACT funded training initiatives. Applicants will need to demonstrate their ability to compile, collate and analyse data, using effective interpersonal, problem solving and collaboration skills. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Knowledge of or the ability to quickly develop knowledge of vocational education and training programs and structures within the ACT and nationally.

Note: There are two permanent positions to be filled. Selection may be based on written application and referee reports only. An order of merit may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Kelly Aldred (02) 6205 2578 kelly.aldred@act.gov.au

Revenue Management

Support

Finance Team

Finance Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 16361)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: The ACT Revenue Office is seeking applications from Finance Officers to join the Finance Team. The team undertakes budget projections and adjustments, conducts monthly and annual reporting of revenues and expenses; fulfils all annual reporting and auditing requirements; administers the Home Loan Portfolio; and liaises with various external stakeholders in relation to the provision of financial information and system databases, including standard business reporting with the Commonwealth. The successful applicant will be required to carry out monthly reporting, account reconciliation processes and provide ongoing support to the team. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: Selection may be based on application and referee reports only.

How to Apply: Applicants are required to submit a statement of claims against the specified Selection Criteria and a current Curriculum Vitae and contact details of at least two referees.

Contact Officer: Liza Briggs (02) 6205 0578 liza.briggs@act.gov.au

Economic Development

Director, Skills Canberra

Executive Level 1.3 \$220,110 - \$229,398 depending on current superannuation arrangements, Canberra (PN: E074)

Gazetted: 15 November 2018

Closing Date: 16 November 2018

Details: As per the position description attached the Director Skills Canberra is responsible for leading the management of the ACT Australian Apprenticeship system and coordinating the Government's strategic and operational management of government funded vocational education and training programs in the ACT. More specifically you will be:

- Supporting the Minister for Vocational Education and Skills in the various aspects of the portfolio Managing the agency that delivers government regulatory functions consistent with the *Training and Tertiary Education Act 2003*, and its role as ACT State Training Authority Managing a range of ACT Government funded training initiatives Shaping and leading Industry liaison, data analysis and strategic policy advice in relation to VET and skills issues more broadly Monitoring and providing advice on national vocational education and training directions and priorities, including vocational education in schools Leading the implementation of, and report on National Agreements and Partnerships related to skills, workforce development, productivity, participation and the national VET reform agenda. Managing strategies and initiatives to raise awareness in the community of the need for vocational education and training representing the Territory on various senior officials' levels forums Shaping appropriate strategic alliances and partnerships with other governments and stakeholders.

Remuneration: The position attracts a remuneration package ranging from \$220,110 - \$229,398 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$168,878.

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Contact Officer: Further information about the position is available from contact officer, @act.gov.au, (02)

Economic Development

Operations and Delivery

Events ACT

Workplace Health and Safety Coordination Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 41814)

Gazetted: 20 November 2018

Closing Date: 27 November 2018

Details: If you are an experienced Work Health and Safety (WHS) professional who thrives in a fast-paced environment, enjoys a challenge and wants to be part of a team that makes a difference then we may just have the right job that you've been looking for. Responsible for the delivery of major events including Floriade and the Enlighten Festival as well as many much loved cultural events such as the Canberra Nara Festival, Reconciliation Day, the Canberra Balloon Spectacular, New Year's Eve and Australia Day to name a few, there is never a dull moment at Events ACT as we strive to showcase the best of Canberra through our events. Reporting to the Group Manager of Events the successful officer will be highly motivated, reliable, willing and committed to contributing

to a high performing team. Modelling the ACT Public Service Values and Signature Behaviours of respect, integrity, collaboration and innovation, you will show initiative and lead by example. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: A Certificate IV in WHS, equivalent experience or the ability to obtain this qualification is desirable.

Note: Duties will include after hours and weekend work and may include occasional interstate travel.

How to Apply: Applications should include an Application Coversheet, a current resume, a response to the Selection Criteria outlined in the Position Description, and the name and contact details of two referees.

Contact Officer: Jo Verden (02) 6205 0554 jo.verden@act.gov.au

Shared Services

Technology Services

ICT Security

Deputy ICT Security Manager, Cyber Strategy and Governance

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 31212)

Gazetted: 20 November 2018

Closing Date: 6 December 2018

Details: Applicants with experience in ICT security plans, risk management and/or compliance auditing and an understanding of privacy principles and security frameworks to perform the role of Senior Officer Grade C - Deputy ICT Security Manager, Cyber Strategy and Governance. The successful applicant will perform security assessments of ICT infrastructure, systems and cloud services and advise clients from ACT Government directorates about security risk and compliance. They will also contribute to the maintenance of the ICT Security Framework of policies, standards and procedures, and the ongoing evolution of security services in ACT Government. Chief Minister, Treasury and Economic Development supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Applicants must have the ability to gain and maintain an NV1 security clearance.

Note: This is a temporary position available until 4 October 2019 with the possibility of extension or permanency.

How to Apply: Applications should include a supporting statement of no more than two pages outlining your qualifications and experience against the required capabilities. Please also provide contact details of at least two referees and a current curriculum vitae.

Contact Officer: Caley Callahan (02) 6207 1145 caley.callahan@act.gov.au

Community Services

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Housing ACT

Infrastructure and Contracts

Asset Delivery

Senior Project Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39374)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: The Asset Delivery team, within the Infrastructure and Contracts Branch, delivers the Housing ACT Construction Program of new properties in accordance with the Public Housing Asset Management Strategy 2012-2017 (PHAMS). The PHAMS and associated property standards set the direction for the acquisition, disposal, redevelopment and improvement of stock to ensure where possible that the right stock is in the right location to meet tenant needs. The team is also responsible for leading procurement activities, being involved in community and stakeholder engagements, projects, and contract and risk management. The Asset Delivery team is seeking a

Senior Project Officer to manage the delivery of construction projects on behalf of the Commissioner for Social Housing and the ACT Government. The Senior Project Officer will be responsible for ensuring that construction contracts and service agreements with consultants and contractors are managed utilising best practice principles and they are adhering to time frames and budget allocations.

Eligibility/Other Requirements: The successful applicant will have demonstrated experience in project management practices and knowledge of the construction industry is desirable. You will be able to juggle competing tasks as well as represent Housing ACT.

Contact Officer: Craig Spencer (02) 6205 9668 craig.spencer@act.gov.au

Housing ACT
Client Services
Gateway Services
Senior Manager

Senior Officer Grade A \$137,415, Canberra (PN: 12132)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Gateway Services is the primary access point into Housing ACT and provides a range of services including the Central Access Point (shopfront services), Assessment and Support (assessment and determination of applications for social and community housing), Allocations (matching and allocating properties against the Housing Needs Register) and the operational management of the Housing Asset Assistance Program (HAAP). The Senior Manager, Gateway Services, is responsible for providing leadership and direction to staff, clients and stakeholder accessing services from Housing ACT. The role requires decision making on a range of diverse and often complex issues involving support to applicants for public housing. The position occupant will be expected to demonstrate strong management and leadership capability in line with the organisational values, the ability to think strategically in a busy operational environment and possess excellent interpersonal, organisational and communication skills. Housing ACT is undertaking a business transformation involving the digitisation and review of our key services. The position occupant will be expected to support the operational team to navigate and implement this change. Community Services Directorate is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) people. Note: This is a temporary position available ASAP for a period of six months with the possibility of extension up to 12 months.

How to Apply: All applications, including application coversheet, your written response to Selection Criteria, resume and referee reports are to be submitted to jobs@act.gov.au

Contact Officer: Fiona Barbaro (02) 6207 6043 fiona.barbaro@act.gov.au

Housing ACT
Client Services
Gateway Services
Operations Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 34236)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Gateway Services is the primary access point into Housing ACT and provides a range of services including the Central Access Point (shopfront services), Assessment and Support (assessment and determination of applications for social and community housing), Allocations (matching and allocation of properties against established Housing needs registers) and the operational management of the Housing Asset Assistance program (HAAP). The Operations Manager, Gateway Services is responsible for providing leadership and direction to staff, clients and stakeholders accessing services from Housing ACT. The role will require you to make decisions on a range of diverse and often complex issues involving support to applicants for public housing. The position reports to the Senior Manager, Gateway Services and the successful applicant will need to have the ability to develop and maintain networks and collaborative working relationships with community service organisations to assist clients to access appropriate housing and community support services. You will be expected to demonstrate strong management and leadership, the ability to think strategically in a busy operational environment and possess

excellent interpersonal, organisational and communication skills. The Community Services Directorate is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, transgender, intersex and queer (LGBTIQ) people.

How to Apply: All applications, including application coversheet, your written response to Selection Criteria, resume and referee reports are to be submitted to jobs@act.gov.au

Contact Officer: Min McIntyre (02) 6205 1856 min.mcintyre@act.gov.au

Children, Youth and Families

Children and Families

West Belconnen Child and Family Centre

Team Leader

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 19565)

Gazetted: 20 November 2018

Closing Date: 27 November 2018

Details: The West Belconnen Child and Family Centre is seeking to permanently fill the role of Team Leader. The successful applicant will report to the Centre Manager and work closely with the team leaders and the broader management team to provide clinical supervision, mentoring and support of workers within the Early Intervention and Prevention Unit, as well as contributing to the professional learning strategies that enhance staff competencies in working with children and families. The position will participate in the development and maintenance of government and community partnerships, program planning, review and evaluation and will be an active member of the management team within the unit. This position is located at West Belconnen Child and Family Centre.

Eligibility/Other Requirements: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: Selection may be based on written application and two referee reports only.

Contact Officer: Melanie Thompson (02) 6207 1983 melanie.thompson@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Executive

Personal Assistant

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 43655)

Gazetted: 20 November 2018

Closing Date: 28 November 2018

Executive Assistant to Director and administration support to senior staff. You must have the ability to work efficiently and effectively within a performing arts and the ACT Government framework is essential

Note: Applications must address the Selection Criteria. Recruitment may be based on application and referees reports.

Contact Officer: Bruce Carmichael 02 6243 5705 bruce.carmichael@act.gov.au

Applications can be forwarded to: Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email CFC.HR@act.gov.au

Education

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Business Services

Governance and Community Liaison

Complaints and Liaison Unit

Home Education Liaison Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 41833)

Gazetted: 16 November 2018

Closing Date: 23 November 2018

Details: Are you an experienced Educator who understands that different children need different educational approaches? Do you have proven administrative skills and excellent oral communication skills? Could you provide support to the parents of children registered for Home Education in the ACT to develop their planning, programing and reporting skills? The Education Directorate's Complaints and Liaison Unit requires a full-time Home Education Liaison Officer for six months with an immediate start.

Eligibility/Other Requirements: Highly desirable: Qualifications and experience related to Australian education including the implementation of the Australian Curriculum and the development of curriculum and curriculum resources catering for a wide range of student ages and needs. Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available as soon as possible for six months. Selection may be based on application and referee reports only.

How to Apply: Please email the Contact Officer requesting a referee report template prior to lodging your application and then provide your Curriculum Vitae, together with a one page pitch outlining why you are the best person for this role, and two (2) signed referee reports... one report must be from a recent supervisor who is familiar with Australian School Education.

Contact Officer: Lynda Tooth (02) 6205 8321 lynda.tooth@act.gov.au

Business Services

People and Performance

HR Business Partner

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 00087, several)

Gazetted: 16 November 2018

Closing Date: 5 December 2018

Details: The People and Performance Branch within the Education Directorate are about to embark on a Human Resources (HR) transformation, to enhance the delivery of HR services to the Directorate. It is anticipated that there will be a number of new opportunities within the branch at various levels and as such, we are seeking applications from suitably qualified and/or experienced HR Professionals to join our team. The key deliverable for the Branch within the next three months is to establish and implement a HR Business Partner model, supported by HR 'Centre's of Excellence' who will provide specific and specialist advice on Work Health and Safety, Injury Management, Recruitment and On Boarding, Employee and Workplace Relations and Organisational Strategy.

How to Apply: Applicants are required to provide a maximum one page pitch outlining their skills, experience and suitability based on the requirements of the role as set out in the Position Description.

Note: Multiple vacancies available including temporary and permanent. Temporary positions are available up to a period of 12 months.

Contact Officer: Katie Dunn (02) 6207 7448 katie.dunn@act.gov.au

Business Services

Strategic Finance

Senior Finance Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 33666, several)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Education Directorate Strategic Finance is seeking highly capable Senior Finance Officers (several positions) to assist in our Strategic Financial and Budgetary Management. The successful applicants will be familiar

with the ACT Government budget process, monthly and annual Financial Statements and capital works reporting. The successful applicants will be required to work in a very busy environment and manage parts of the budget and financial reporting process. You will also be called upon to assist the Strategic Finance team with ad-hoc tasks and provide advice to the Chief Finance Officer.

Note: An order of merit may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Mark Scanes (02) 6205 5478 mark.scanes@act.gov.au

School Performance and Improvement

Tuggeranong Network

Charles Conder Primary

Business Manager

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 41835)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Charles Conder Primary School is seeking a highly competent Business Manager to manage the business aspect of a dynamic Educational environment with a high level of responsibility for human resource, finance, building and grounds and risk management. The ideal applicant will have demonstrated exemplary management skills in their ability to communicate effectively and professionally with all stakeholders. They will need to be proficient in the use of a variety of Information and Communications Technology applications and the ability to manage an effective office, ensuring outstanding service delivery. The Business Manager is required to work effectively in partnership with the Principal to ensure the needs of the School community are met and the system requirements are fulfilled. Further duties include developing policies and procedures relating to facilities management, preparation of budgets, expenditure reviews and financial returns. The Business Manager has responsibility for Administrative Officers engaged in various designated roles, assisting each with their personal performance and professional development.

Eligibility/Other Requirements: Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Jason Walmsley (02) 6142 0177 jason.walmsley@ed.act.edu.au

Office for Schools

Tuggeranong Network

Lake Tuggeranong College

Staffing/Student Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 36199)

Gazetted: 16 November 2018

Closing Date: 23 November 2018

Details: Lake Tuggeranong College is seeking applications from experienced Staffing/Student Administration Officers to hold responsibilities related to school staffing including but not limited to the processing of contracts, probation reports, part time rosters and change of hours documentation. Management of staff leave documentation, staff relief bookings and data entry through CRS, HR21 and SIMS casual relief system to ensure daily staffing needs are met. In addition operation of the Timetable Solutions and Daily Organiser Module is required. Management of student attendance within Sentral to ensure accurate student attendance is recorded along with the entering of other attendance variations on a daily basis. Responsibility for home/school communications including SMS and email correspondence. The successful applicant will possess highly developed time management, problem solving and organisation skills and have sound communication skills in order to provide advice to the Principal and Business Manager. Applicants will be expected to have excellent knowledge to manage staff/student data and associated records, including absences of both staff and students, enrolments and class creation through MAZE. Please note that this position requires a 7.00am start.

Eligibility/Other Requirements: Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: Selection may be based on application and referee reports only.

Contact Officer: Letitia Edwards (02) 6142 3660 letitia.edwards@ed.act.edu.au

Office for Schools

Tuggeranong Network

Lake Tuggeranong College

Information Technology Officer

Information Technology Officer Class 1 \$64,616 - \$73,554, Canberra (PN: 04446)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: Lake Tuggeranong College is looking for a highly skilled Officer with experience and knowledge relevant to the development, implementation and maintenance of IT systems used in the schools net environment in a client focussed environment. This position requires excellent communication skills and the ability to work effectively both independently or within a team environment.

Eligibility/Other Requirements: Completion of an associate diploma or higher qualification in Computing/Information Science; or significant relevant work experience would be advantageous. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: Selection may be based on application and referee reports only.

Contact Officer: Letitia Edwards (02) 6142 3665 letitia.edwards@ed.act.edu.au

Office for Schools

South and Weston Network

Mount Stromlo High School

Classroom Teacher - Science/Horticulture

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 04781)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Applications are invited from High School and College Science Teachers to be part of a dynamic and enthusiastic teaching team. Applicants need to have a strong knowledge of the Science curriculum and demonstrated ability to integrate a range of explicit and effective teaching strategies into the classroom. Willingness to teach Horticulture is essential. The ability to successfully integrate technology into the Science classroom, work cooperatively in a Professional Learning Community and form strong positive relationships with students, parents and the wider community will be required; exceptional communication and organisation skills, and a proven track record in cultivating students' love of the Science.

Eligibility/ Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 28 January 2019 to 22 December 2019.

Contact Officer: Penny George (02) 6142 3434 penny.george@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

Belconnen Network

Miles Franklin School

Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 09616)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: An opportunity exists for a Kindergarten-6 Classroom Teacher to work in an authorised International Baccalaureate World School. Experience in the International Baccalaureate Primary Years Programme (IB PYP) is preferred but excellent training is provided for those without prior experience. We are looking for open-minded

Teachers who love to collaborate in a team and with a passion for supporting and extending children. Whilst this is a K-6 position it is likely the successful candidate will be joining the Years One and Two team. We have excellent resources, our teams plan and work collaboratively (all straight-age classes) and we are a restorative practices school. There is a strong emphasis on Literacy, Numeracy and the Arts and we are supported comprehensively by our parent community each year.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: Whilst this is a temporary position from 27 January 2019 to 26 January 2020, there is possibility of extension and/or permanency.

Contact Officer: Chris Jones (02) 6142 2770 chris.jones@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

Belconnen Network

Florey Primary School

Indonesian Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 16649)

Gazetted: 15 November 2018

Closing Date: 29 November 2018

Details: Florey Primary School is looking for an enthusiastic and engaging teacher of Indonesian for our Bahasa Indonesian program, years 1-6. The successful applicant will be working as part of our release team within a professional learning community. Florey Primary School is a positive behaviour for learning school with a diverse community.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a part-time position at 22.05 hours per week (60%), Monday Tuesday and Wednesday. The full-time salary noted above will be paid pro-rata.

Contact Officer: Felicity Bruce (02) 6205 8011 felicity.bruce@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

North and Gungahlin Network

Ngunnawal Primary School

Indonesian Language Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 08368)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Ngunnawal Primary School is Preschool to Year 6 (P- 6) school located in the suburb of Ngunnawal in Gungahlin with enrolments of 720 children. The school is a fully inclusive setting with contemporary spaces designed to facilitate flexible learning. Staff work collaboratively to meet the learning needs of all learners within their learning community and more broadly. The leadership team is seeking staff committed to an inquiry pedagogy.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI)

and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 27 January 2019 to 26 January 2020.

Contact Officer: William Powell (02) 6142 1500 william.powell@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

South and Weston Network

Yarralumla Primary School

Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 34463, several)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Yarralumla Primary School is seeking an English Classroom Teacher to teach fulltime in a bilingual setting. The successful applicant will be working in a team teaching situation delivering the Australian Curriculum. Students at Yarralumla Primary School access the Australian Curriculum 50% in English and 50% in Italian. The school is seeking an energetic and collaborative Teacher who has outstanding interpersonal skills and experience in team teaching. All applicants are welcome to make an appointment to visit the school to view the bilingual setting.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 28 January 2019 to 18 December 2019. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

Contact Officer: Rohan Evans (02) 6142 3253 rohan.evans@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for School

South Weston Network

Mount Stromlo High School

Classroom Teacher - Learning Support

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 06128, several)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Applications are invited from Primary and High School Learning Support Teachers to be part of a dynamic and enthusiastic teaching team. Applicants need to have demonstrated ability to integrate a range of explicit and effective teaching strategies into the classroom. The ability to successfully integrate technology into the classroom, work cooperatively in a Professional Learning Community and form strong positive relationships with students, parents and the wider community will be required.

Eligibility/ Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: These are temporary positions available from 28 January 2019 to 22 December 2019.

Contact Officer: Penny George (02) 6142 3434 penny.george@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

South and Western Network

Mount Stromlo High School

Classroom Teacher - Humanities

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 05036, several)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Applications are invited from Primary and High School Humanities Teachers to be part of a dynamic and enthusiastic teaching team. Applicants need to have a strong knowledge of English and Studies of Society and Environment (SOSE) curriculum, and demonstrated ability to integrate a range of explicit and effective teaching strategies into the Humanities classroom. The ability to successfully integrate technology into the Maths classroom, work cooperatively in a Professional Learning Community and form strong positive relationships with students, parents and the wider community will be required. Exceptional communication and organisation skills, and a proven track record in cultivating students' love of the Humanities are essential.

Eligibility/ Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: These are temporary positions available from 28 January 2019 to 22 December 2019.

Contact Officer: Prue Gill (02) 6142 3444 prue.gill@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

South Weston Network

Mount Stromlo High School

Classroom Teacher - Food Technology

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 02875)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Applications are invited High school and College Food Technology/Hospitality Teachers to be part of a dynamic and enthusiastic teaching team. Applicants need to have a strong knowledge of the Technology curriculum, and demonstrated ability to integrate a range of explicit and effective teaching strategies into the Technology classroom. The ability to successfully integrate technology into the Technology classroom, work cooperatively in a Professional Learning Community and form strong positive relationships with students, parents and the wider community will be required; exceptional communication and organisation skills, and a proven track record in cultivating students' love of the Technology are essential. The ability to establish a Vocational Education and Training (VET) course would be highly valued.

Eligibility/ Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Contact Officer: Jo Power (02) 6142 3441 jo.power@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Education Support Office

Tuggeranong

Gordon Primary School

K - 6 Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 18470, several)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Classroom Teachers at Gordon Primary School are required to work within the school's coherent philosophy and approach. The school's approach incorporates Learning by Design, Choice Theory (Glasser), Personalised Learning, Cooperative Learning, First Steps Literacy, Count Me In Too Number, Little Years Mental Computation, Positive Behaviours for Learning (PBL), a strong wellbeing focus, Response to Instruction (RTI) and Digital Technologies.

Eligibility/Other Requirements: Qualifications in English as an additional language or dialect (EALD) is desirable for one of the positions. A minimum of four years full -time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required.

For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: These are temporary positions available 28 January 2019 until 19 December 2019.

Contact Officer: Murray Bruce (02) 6142 2530 murray.bruce@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

South and Weston Network

Yarralumla Primary School

Italian Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 08481)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Yarralumla Primary School is seeking a Native speaking Italian Classroom Teacher to teach fulltime in a bilingual setting. The successful applicant will be working in a team teaching situation delivering the Australian Curriculum through the Italian Language. Students at Yarralumla Primary School access the Australian curriculum 50% in English and 50% in Italian. The school is seeking an energetic and collaborative teacher who has outstanding interpersonal skills and experience in team teaching. All applicants are welcome to make an appointment to visit the school to view the bilingual setting.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 28 January 2019 to 18 December 2019.

Contact Officer: Rohan Evans (02) 6142 3253 rohan.evans@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for School

Tuggeranong

Lanyon High School

Classroom Teacher Japanese

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 32049)

Gazetted: 16 November 2018

Closing Date: 26 November 2018

Details: Lanyon High School is seeking a highly motivated, dynamic educator to join our learning community. This position is for an innovative and motivated Teacher of Japanese, with the ability to teach in another area. Potential applicants should have a sound knowledge of the Australian Curriculum (languages – Japanese and other learning

area) and be able to demonstrate their capacity to build effective relationships with students and their families. Successful applicants will be passionate educators with effective classroom pedagogy and a commitment to meeting the academic and social needs of a diverse range of learners.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Contact Officer: Rebecca Cusick (02) 6142 1800 rebecca.cusick@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

Belconnen Network

Weetangera School

French Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 08985)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: Weetangera School is seeking a highly motivated, dynamic educator to join our learning community. At Weetangera the curriculum is rigorous and there are high expectations regarding meeting the need of individual learners. This position is for an innovative and motivated teacher of French. Potential applications should have a sound knowledge of the Australian Curriculum (languages - French) and be able to demonstrate their capacity to build effective relationships with students and their families. Successful applicants will be passionate educators with effective classroom pedagogy and commitment to meeting the academic and social needs of a diverse range of learners (Years Kindergarten to 6).

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available for 30 January 2019 to 26 January 2020.

Contact Officer: James Barnett (02) 6142 2600 james.barnett@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

Belconnen Network

Miles Franklin Primary School

Special Needs Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 07124)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: An opportunity exists for a K-6 Classroom Teacher to work in an authorised International Baccalaureate World School delivering the Primary Years Programme (PYP). Experience in the PYP is preferred but excellent training is provided for those without prior experience. We are looking for open-minded teachers who love to collaborate in a team and with a passion for supporting and extending children. Specifically this role will be to support children funded through the Inclusion Support Program, working beside class teachers on strategies to assist children grow and thrive in mainstream class settings. This role is supervised by our Disability Education Coordinator (DECO) and requires teachers with a strong understanding of the Disability Standards, empathy, excellent communication skills and experience and/or qualifications in supporting children with diverse needs. We have excellent resources, our teams plan and work collaboratively (all straight-age classes) and we are a

restorative practices school. There is a strong emphasis on Literacy, Numeracy and the Arts and we are supported comprehensively by our parent community each year.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; and current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available 27 January 2019 until 26 January 2020.

Contact Officer: Chris Jones (02) 6142 2770 chris.jones@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

North Gungahlin Network

Ngunnawal Primary School

Classroom Teacher K-6

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 13207, several)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Ngunnawal Primary School is Preschool to Year 6 (P- 6) school located in the suburb of Ngunnawal in Gungahlin with enrolments of 720 children. The school is a fully inclusive setting with contemporary spaces designed to facilitate flexible learning. Staff work collaboratively to meet the learning needs of all learners within their learning community and more broadly. The leadership team is seeking staff committed to an inquiry pedagogy.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; and current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available 27 January 2019 until 26 January 2020.

Contact Officer: William Powell (02) 6142 1500 william.powell@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

Belconnen Network

Hawker Primary School

Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 06485)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: Hawker is a unique, open plan primary school. The warm, friendly and inviting atmosphere and positive school culture provides a strong foundation for quality learning, academic excellence and student success in a wide range of areas. Our ideal candidate will be a highly motivated, outstanding primary or early childhood trained teacher, who enjoys working collaboratively in an open plan learning environment. Staff at Hawker School work in collaborative teams to deliver a quality and rigorous education program for all students. The school is currently operating at capacity and the successful applicant will need the capacity to form positive relationships with all stakeholders and be organised and flexible in their approach.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is

required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: Selection may be based on application and referee reports only.

Contact Officer: Mandy Kalyvas (02) 6142 2660 mandy.kalyvas@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

Tuggeranong Network

Taylor Primary School

Classroom Teacher (K-6)

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 05986)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Taylor Primary School is a unique contemporary P-6 school, located in the suburb of Kambah in the Tuggeranong Network. The inviting atmosphere and highly collaborative school community provides a strong foundation for quality learning, innovative practices and student engagement in a wide range of areas. The student population has continued to grow and we now have enrolments of 350 students with further growth expected in 2019. We are seeking a classroom teacher who is committed to working collaboratively in implementing quality evidence based practices. They demonstrate experience with inquiry pedagogy, formative assessment and deep understanding and knowledge of the curriculum achievement standards, general capabilities and cross curriculum perspectives.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Belinda Fenn (02) 6142 3000 belinda.fenn@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

Learning and Teaching

Instrumental Music Program

Classroom Teacher - Instrumental Music Program

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 35752, several)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: The Education Directorate are seeking Classroom Teachers to deliver large group instrumental music tuition in primary and high school settings, from beginner level in groups of 25+ students. Applicant must have working/practical knowledge of brass, woodwind and percussion instruments and conducting skills. This position is an itinerant role across schools.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: These are temporary positions available 28 January 2019 until 28 January 2020. There is one full-time and one part-time position available, working 14.42 hours per week (40%). The full-time salary noted above will be paid pro rata for part-time hours.

Contact Officer: Naida Blackley (02) 6142 0477 naida.blackley@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

School Performance and Improvement

North and Gungahlin Network

O'Connor Cooperative School

Classroom Teacher

Classroom Teacher \$64,411 - \$101,821, Canberra (PN: 05994)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: O'Connor Cooperative School is seeking an Early Childhood Trained Classroom Teacher to join our collaborative and committed team from 2019. Potential applicants should have a sound knowledge of the Australian Curriculum and be able to demonstrate their capacity to build effective relationships with students and their families. Successful applicants will be passionate Early Childhood Educators with effective classroom pedagogy and a commitment to meeting the academic and social needs of a diverse range of learners.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to

- https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

How to Apply: Applicants should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current Curriculum Vitae.

Contact Officer: Jenny Loudon (02) 61420345 jenny.loudon@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Office for Schools

Belconnen Network

Miles Franklin

Building Service Officer

GSO 2.1 - GSO 2.4 \$49,227 - \$51,174, Canberra (PN: 01594)

Gazetted: 16 November 2018

Closing Date: 30 November 2018

Details: An opportunity exists for a Building Services Officer to work in an authorised International Baccalaureate World School. We are looking for open-minded applicants who love to collaborate in a team and with a passion for supporting children. Specifically this role will be to support our full-time Building Service Officer with maintaining and improving our school grounds and buildings. We have excellent resources and work collaboratively as a team. We are supported comprehensively by our parent community each year.

Eligibility/Other Requirements: Trade experience and/or qualifications are highly desirable as are current qualifications for Working at Heights, Asbestos Awareness etc. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This position is part-time at 15:12 hours per week (2 days) and the full-time salary noted above will be paid pro-rata. This is a temporary position available as soon as possible until 26 January 2020.

Contact Officer: Chris Jones (02) 6142 2770 chris.jones@ed.act.edu.au

Business Services Division

People and Performance

Senior Manager - People and Performance

Senior Officer Grade A \$137,415, Canberra (PN: 00265, several)

Gazetted: 16 November 2018

Closing Date: 5 December 2018

Details: The People and Performance branch within the Education Directorate are about to embark on a Human Resources (HR) transformation, to enhance the delivery of HR services to the Directorate. It is anticipated that there will be a number of new opportunities within the branch at various levels and as such, we are seeking

applications from suitably qualified and/or experienced HR Professionals to join our team. The key deliverable for the branch within the next three months is to establish and implement a HR Business Partner model, supported by HR 'Centre's of Excellence' who will provide specific and specialist advice on Work Health and Safety, Injury Management, Recruitment and On Boarding, Employee and Workplace Relations and Organisational Strategy. Note: There are both temporary and permanent positions available. Temporary positions will be available for up to 12 months.

How to Apply: Applicants are required to provide a maximum one page pitch outlining their skills, experience and suitability based on the requirements of the role as set out in the Position Description.

Contact Officer: Katie Dunn (02) 6207 7448 katie.dunn@act.gov.au

Business Services Division

Governance and Community Liaison

Directorate Liaison Officer

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 37786)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: The Education Directorate (EDU) is looking for an outstanding Senior Officer to perform the role of Directorate Liaison Officer (DLO) in the Education Minister's office. This is a valuable career opportunity in a busy and highly visible role. As the DLO represents EDU at the highest level of the ACT Government, among Members of the Legislative Assembly and also the community, applicants must possess excellent communication skills and possess personal qualities of a high order including integrity, judgement and discretion. The successful candidate will provide quality strategic direction and advice on a broad array of issues and have well developed leadership and management skills to manage tight deadlines and effectively work in a high-pressure environment. The DLO facilitates and supports direct communications and policy advice between EDU, the Teacher Quality Institute (TQI), the Board of Senior Secondary Studies and the Minister's office. The DLO liaises as required with other Directorates and Ministers' Offices. The DLO provides specialist assistance in matters relating to Cabinet, the Legislative Assembly, constituent meetings and functions.

Eligibility/Other Requirements: An understanding and experience in the Directorate, of Cabinet, Ministerial, Legislative Assembly and machinery of government processes.

Note: This is a temporary position available ASAP for a period of 12 months with the possibility of extension.

Contact Officer: Emma Taber (02) 6205 6869 emma.taber@act.gov.au

Business Services

People and Performance

Manager, HR Business Partners

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 38343, several)

Gazetted: 19 November 2018

Closing Date: 5 December 2018

Details: The People and Performance branch within the Education Directorate are about to embark on a Human Resources (HR) transformation, to enhance the delivery of HR services to the Directorate. It is anticipated that there will be a number of new opportunities within the branch at various levels and as such, we are seeking applications from suitably qualified and/or experienced HR Professionals to join our team. The key deliverable for the branch within the next three months is to establish and implement a HR Business Partner model, supported by HR 'Centre's of Excellence' who will provide specific and specialist advice on Work Health and Safety, Injury Management, Recruitment and On Boarding, Employee and Workplace Relations and Organisational Strategy.

How to Apply: Applicants are required to provide a maximum one page pitch outlining their skills, experience and suitability based on the requirements of the role as set out in the Position Description.

Note: There are several permanent and temporary positions available for a period of 12 months.

Contact Officer: Katie Dunn (02) 6207 7448 katie.dunn@act.gov.au

Office for Schools

Tuggeranong Network

Monash Primary School

School Leader C - Learning Support Unit Teacher

School Leader C \$117,515, Canberra (PN: 02274)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Monash Primary School is seeking a highly motivated, dynamic and innovative School Leader C to teach in our small group program, Learning Support Unit (LSU). The successful applicant will have a deep understanding of how to support the academic, social and emotional development of students with a range of complex and additional needs. They will demonstrate an ability to effectively plan and work collaboratively with colleagues in a team-teaching environment. As well as teaching one of our small group LSU classes, the School Leader C will support a small team of Teachers and Learning Support Assistants (LSAs) in establishing an inclusive, flexible and differentiated learning program to meet the individual needs of all students. Monash Primary School has a strong focus on inclusion, so the successful applicant will provide Leadership in Disability Education, whilst mentoring Classroom Teachers to implement inclusive practices across the school. The ability to build and maintain strong and meaningful relationships with staff, students and families will be vital to the position.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 27 January 2019 to 26 January 2020.

Contact Officer: Matthew Holdway (02) 6142 1660 matthew.holdway@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

North Gungahlin Network

Campbell High School

SLC Student Services and Languages

School Leader C \$117,515, Canberra (PN: 19151)

Gazetted: 21 November 2018

Closing Date: 28 November 2018

Details:

Contribute to achieving the priorities of the School Plan by implementing the school's Annual Action Plan (AAP). Work as part of the whole executive team to create and implement new and innovative structures in support of the Student Resource Allocation (SRA).

Provide supervision, support, guidance and professional development of teachers including mentoring and supervising staff in performance management;

Supporting teaching staff by building teacher capacity with behaviour management systems

Working with other SLCs to assist in supporting teaching staff through building capacity and working on developing effective student management processes

Liaise with outside agencies

Supervise the Languages faculty

Eligibility/ Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available from 28 January 2019 until 05 July 2019. This position is available to ACT Public Service employees only.

How to Apply: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current Curriculum Vitae. Selection may be based on application and referee reports only. Applications should be sent to the Contact Officer.

Contact Officer: Caitlin Horan (02) 6142 3166 caitlin.horan@ed.act.edu.au

Office for Schools
Belconnen Network
Maribyrnong Primary School
Executive Teacher
School Leader C \$117,515, Canberra (PN: 40728)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: Maribyrnong Primary School are seeking an Executive Teacher to lead the P-2 Teaching team and the English as an Additional Language or Dialect (EALD) team. Duties include, but not limited to: Have responsibility for the EALD learning program; lead aspects of, as well as contribute to, the development and achievement of whole-school strategic goals including the Quality Improvement Plan; actively participate in the development and implementation of curriculum, pedagogy and assessment to meet the needs of all learners; lead action research cycles in the early years with a specific focus on the analysis of data, focused on learner need and progress; and undertake an appropriate teaching load as determined by the Principal.

Eligibility/Other Requirements: The successful candidate will have Early Childhood qualifications; a minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; and current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available January 2019 until 19 July 2019.

Contact Officer: Jennifer Howard (02) 6142 0570 jennifer.howard@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Business Services
People and Performance
Business Services

Senior Advisor - HR Business Partner
Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 02323, several)

Gazetted: 16 November 2018

Closing Date: 5 December 2018

Details: The People and Performance Branch within the Education Directorate are about to embark on a Human Resources (HR) transformation, to enhance the delivery of HR services to the Education Directorate. It is anticipated that there will be a number of new opportunities within the branch at various levels and as such, we are seeking applications from suitably qualified and/or experienced HR Professionals to join our team. The key deliverable for the Branch within the next three months is to establish and implement a HR Business Partner model, supported by HR 'Centre's of Excellence' who will provide specific and specialist advice on Work Health and Safety, Injury Management, Recruitment and On Boarding, Employee and Workplace Relations and Organisational Strategy.

How to Apply: Applicants are required to provide a maximum one page pitch outlining their skills, experience and suitability based on the requirements of the role as set out in the Position Description.

Note: Multiple vacancies available including temporary and permanent. Temporary positions are available up to a period of 12 months.

Contact Officer: Katie Dunn (02) 6207 7448 katie.dunn@act.gov.au

School Performance and Improvement
South and Weston Network
Canberra College
Business Manager
Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 32696)

Gazetted: 20 November 2018

Closing Date: 27 November 2018

Details: Canberra College is an ACT Government Senior Secondary College (Year11/12). Situated in Woden the College has over 1000 students and approximately 120 staff. The College site includes CCCares – an education facility for pregnant and parenting students and the Canberra College Performing Arts Centre (CCPAC). The College is also a Registered Training Organisation (RTO) for the South Weston Network. The College has a strong community links with multiple stakeholders, including the Southside Farmers Market, Training organisations, not-for-profit organisations and community groups. The College is constantly improving facilities with plans to improve the learning environment. The College seeks an experienced, innovative and highly motivated Business and Facilities Manager to support the Principal with the School Strategic Plan, Financial Management, Human Resources, Facilities Management, Risk and Compliance Management. The position requires high level interpersonal qualities and a demonstrated ability to communicate, liaise, consult, plan and deliver. As a crucial member of the College Executive team, you will liaise with and support the Principal and Leadership team to ensure continuity in educational delivery across the college and the delivery of high-quality customer service. The Business and Facilities Manager has significant input into the governance and strategic direction of the school, and as part of this, responds to, interprets and provides reporting, data and analysis to both the Principal, the ACT Education Directorate, the wider College Executive team and the College Board. The successful candidate will possess high level management and organisational skills, exceptional interpersonal skills and the ability to communicate effectively with all stakeholders, ensuring high quality customer service. The Business and Facilities Manager will lead change management processes with the administration team through adherence to best practice HR principles and effective local coaching. Further duties include leading facilities management (strategic and operational), preparation of budgets aligned to the strategic financial plan, expenditure reviews and financial returns and the development of and supervision responsibility for administrative officers engaged in various designated roles throughout the college.

Eligibility/Other Requirements: Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety.

Working knowledge of the school management systems is desirable.

Note: This is a temporary position available from 21 January 2019 to 19 July 2019 with the possibility of extension and/or permanency. Applicants are encouraged to phone the Contact Officer.

Contact Officer: Pam Edwards (02) 6142 3288 pam.edwards@ed.act.edu.au

Environment, Planning and Sustainable Development

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Environment

Parks and Conservation Service

Mulligans Flat

Ecologist

Technical Officer Level 4 \$79,824 - \$91,356, Canberra (PN: 32750)

Gazetted: 20 November 2018

Closing Date: 13 December 2018

Details: Mulligans Flat Woodland Sanctuary (the Sanctuary) is one of Australia's premier ecological restoration projects. Due to a recent expansion the Sanctuary now encompasses over 1200 ha of critically endangered grassy woodland. Following the removal of vertebrate pests a number of native species have been reintroduced including eastern bettongs, eastern quolls and bush-stone curlews, whilst populations of many other native species have increased. In partnership with the Woodlands and Wetlands Trust and the Australian National University the Sanctuary is the focal site for the long term Mulligans Flat – Goorooyarroo Woodland Experiment which aims to inform evidence-based management of Australia's degraded woodlands, and the restoration of their associated ecological communities. The Sanctuary also undertakes a number of community engagement projects aiming to stimulate better care for Woodlands and other environments. The Parks and Conservation Service is looking for an experienced Ecologist with specific expertise in wildlife management, ecological monitoring, experimental design, data management and statistical analysis. You will also need experience with government process and the

preparation of scientific and government documents. The successful applicant will be required to: Develop species management plans for a range of native fauna; develop effective monitoring methods for specific species and broader components of the ecological community; work in partnership with the Australian National University and the Woodlands and Wetlands Trust to assist in the design and implementation of key research programs; work in a flexible environment including working at various locations across the ACT to promote communication among stakeholder organisations; supervise the field staff to implement key monitoring programs; manage and analyse monitoring data and prepare documentation of research findings and make recommendations for improved management; maintain records in accordance with the *Territory Records Act 2002*.

Eligibility/Other Requirements: Tertiary qualifications in ecology or similar field is essential and a post graduate qualification would be advantageous. Current manual driver's licence is required. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available ASAP for a period of six months with the possibility of extension.

Contact Officer: Will Batson (02) 6205 8502 will.batson@act.gov.au

Planning Delivery

Leasing Services

Leasing Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 30609, several)

Gazetted: 20 November 2018

Closing Date: 27 November 2018

Details: The Leasing Services Section is responsible for managing the leasehold tenure system in accordance with the *Planning and Development Act 2007*, the National Capital Plan and the Territory Plan. The section provides a range of services to government, industry and the general community including the assessment and determination of unit title applications, community titles, further leases, transfers, land rent payouts and rural leasing. The Section also grants and administers Crown leases and licences over unleased Territory land. An opportunity exists in Leasing Services for a Leasing Officer who will prepare Crown leases for clients and undertake a broad range of lease and land management services. The role will contribute to ensuring a seamless delivery of customer service through the timely processing of statutory applications. Effective performance in the job will require good judgement, well developed interpersonal and time management skills, good oral and written communication skills with the flexibility in responding to changing priorities.

Note: This is a temporary position available ASAP until 26 April 2019 with the possibility of extension. Selection may be based on application only. Please note, this position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applications are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current Curriculum Vitae.

Contact Officer: Nicky Cootes (02) 6207 8851 nicky.cootes@act.gov.au

Environment

Conservation Research

Project Officer

Professional Officer Class 1 \$56,359 - \$78,145, Canberra (PN: C10236, Various)

Gazetted: 16 November 2018

Closing Date: 29 November 2018

Details: These casual Fauna Project Officer positions will support the work of the Conservation Research unit, which is responsible for a range of applied ecological research and monitoring programs, preparation of scientific advice on management of threatened species and communities, threatening processes, aquatic ecology, vertebrate pests and conservation impacts related to urban development. The primary focus of these positions is to support senior ecologists in a range of applied ecology and administrative support tasks, including field surveys, data management, and preparation of written reports.

Eligibility/Other Requirements: A current Manual Drivers Licence; willingness to work with computers for long periods of time; willingness to work in remote locations, out of hours and in adverse weather conditions and the

ability to work independently in the field if required; willingness to work on boats and with electrofishing operations; electrofishing operations require the officer to not have any heart complications and be able to swim; willingness to work on a full range of biological specimens, including living and dead animals, faecal samples and preserved specimens, and microscope work.

Note: This is a casual position available from January 2019 until December 2019 with the possibility of extension up to three years. This recruitment process will form a merit pool used to fill up to six casual Fauna Project Officer positions. Selection may be based on application and referee reports only.

How to Apply: Applications should outline experience and ability for each of the Selection Criteria (no more than a total of three pages), and include contact details of at least two referees and a current resume.

Contact Officer: Melissa Snape (02) 6205 0001 melissa.snape@act.gov.au

Business, Governance and Capability

People and Capability

Work, Health Safety and Wellbeing

Senior Safety Advisor

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39618)

Gazetted: 15 November 2018

Closing Date: 26 November 2018

Details: Environment, Planning and Sustainable Development Directorate (EPSDD) is seeking an experienced Work, Health and Safety (WHS) professional to join the People and Capability Branch as one of our Senior Work Health and Safety Advisors. The position will operate as part of a small outcomes focussed team that performs a broad range of strategic Human Resources functions for the Directorate. The successful applicant will have proven technical experience and the ability to provide expert advice, support and assistance to our diverse workforce, which includes operational field based staff to senior management. The applicant must have experience in operational experience as well as policy and procedure development to support our work health and safety management system. EPSDD supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/other requirements: Qualifications in Occupational, Health and Safety or related field is mandatory. Field based Work Health and Safety experience is highly desirable.

Note: This is a temporary position available ASAP until May 2019. The Environment, Planning and Sustainable Development Directorate will be moving to a new workplace designed for activity-based working (ABW) in February 2020. Under ABW arrangements officers will not have a designated workstation/desk.

Contact Officer: Bec Smith (02) 6207 4637 bec.smith@act.gov.au

Justice and Community Safety

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

ACT Corrective Services

Corporate Services

Information and Business Solutions Unit

Business Analyst, Corrective Services Information Management Solution (CSIMS) Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 42526)

Gazetted: 20 November 2018

Closing Date: 6 December 2018

Details: ACT Corrective Services (ACTCS) is pleased to offer an opportunity for an experienced and motivated individual to join the Information and Business Solutions Unit as a Business Analyst, in the Corrective Services Information Management Solutions (CSIMS) project team. As the Business Analyst, you will assist in the business analysis of ACTCS various business processes to support the successful implementation of CSIMS project. The successful applicant will assist in the analysis of existing and future business processes and the operational design

for various ACTCS functions. You will also demonstrate the ability to identify and support organisational change management activities. In addition, you will be required to work collaboratively with CSIMS' subject matter experts and the Data Analyst, to source required information and review documentation and information prepared during various stages of project. You will actively participate in all implementation phases including the detailed analysis, development, sandbox testing, user acceptance testing, and training and go live. Further to this, you will attend project meetings and analyse the information, to assist in identification of risks and mitigation strategies and to progress assigned activities within agreed project schedule/timeline. The successful applicant will demonstrate the ability to identify and support organisational change activities and assist in preparation of advice on various options for Executive decision making where business process and/or solution changes are identified.

Eligibility/Other Requirements: Demonstrated understanding of Corrective Services operations is highly desirable. Relevant tertiary qualifications in Business Analysis/Project Management/IT systems Management is desirable. Proficiency in Microsoft (MS) Visio and the MS Office Suite will be regarded. A current driver's licence is required. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available for a period of 18 months with the possibility of extension.

How to Apply: Applicants are required to submit five items: (1) ACT Government Application Cover Sheet; (2) statement of claims against specified selection criteria; (3) a current resume; (4) the names and contact details of two referees (one should be a current Supervisor/Manager); and (5) a copy of their drivers licence. Please ensure you submit all five items.

Contact Officer: Michelle Gonsalves (02) 6207 7316 michelle.gonsalves@act.gov.au

Corporate

Strategic Finance

Strategic Finance Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 10264)

Gazetted: 20 November 2018

Closing Date: 4 December 2018

Details: Strategic Finance is seeking a motivated, well organised person who possesses the following skills to effectively perform the role and functions of Finance Officer: a good understanding and has experience in Public Sector Financial Management processes and financial frameworks; good understanding of reconciliations, experience in financial system (including Oracle and TM1) and the ability to analyse relevant financial information; and contribute to the goals and business improvements of the Strategic Finance team.

Note: All enquiries regarding the role can be directed to the Contact Officer.

Contact Officer: Mon Chan (02) 6207 0509 mon.chan@act.gov.au

Parliamentary Counsel's Office

Legislative Drafting

Assistant Parliamentary Counsel 1

Assistant Parliamentary Counsel 1 \$61,785 - \$124,436, Canberra (PN: 42304)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: The ACT Parliamentary Counsel's Office is seeking applications from qualified people for the above legislative drafting position. The primary role of an Assistant Parliamentary Counsel 1 is to draft bills and subordinate laws for the Government, draft bills for non-Executive members of the Legislative Assembly, and provide legislative advice, under supervision. Please see the position description for a full list of duties and responsibilities, and the selection criteria for the position. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Admission to practise as a legal practitioner of the ACT Supreme Court, the High Court, or the Supreme Court of a State or another Territory is required. Experience with the legislative process and operations of government is desirable however not essential.

How to Apply: Applicants are required to submit a curriculum vitae, provide contact details of at least two referees and a written response to the Selection Criteria with details of their relevant experience and skills to undertake the duties and responsibilities.

Contact Officer: Mary Toohey (02) 6205 3490 mary.toohey@act.gov.au

Corporate

People and Workplace Strategy

Workplace Coach

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 38093)

Gazetted: 19 November 2018

Closing Date: 3 December 2018

Details: The People and Workplace Strategy team are seeking an enthusiastic person to fill the position of Workplace Coach. Duties and responsibilities of the successful applicant will include undertaking a range of both complex and strategic human resources activities relating to improving workplace cultures across the Directorate. You will be required to build effective relationships with Managers, facilitating formal and informal coaching to develop their skills to manage complex people issues and informing the development of a strategy to drive cultural change in the Directorate while supporting the successful implementation of the strategy. The occupant of this role will be required to prepare supporting policies, submissions, reports, recommendations and correspondence in relation to people issues. The position is also accountable for providing timely support to Business Units to prevent escalation of conflict within teams and contribute professional expertise to resolve ongoing and/or entrenched difficulties.

Eligibility/Other Requirements: Tertiary qualifications in Organisational Psychology are highly desirable however not essential. Experience in a similar role with practical experience in Human Resource Management is highly desirable.

Contact Officer: Virginia Hayward (02) 6205 5132 virginia.hayward@act.gov.au

ACT Corrective Services

Executive Support and Governance

Sentence Administration Board

Secretary to the Sentence Administration Board

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 10427)

Gazetted: 21 November 2018

Closing Date: 7 December 2018

Details: ACT Corrective Services (ACTCS) is seeking a motivated, well organised person who possesses high level communication and written skills, to perform the role and functions of the Secretary to the Sentence Administration Board (SAB). The successful applicant will be responsible for overseeing the processing of parole applications, breaches of Parole Orders and Intensive Correction Orders and managing the preparation of post release orders and other instruments for the SAB. You will also be required to liaise and negotiate with other agencies in relation to detainees and offenders subject to post release orders and persons detained in relation to SAB issues, as required. In addition, you will be required to undertake research and analysis and develop policies and procedures in relation to the provision of Secretariat support to the SAB. Further to this, you will be required to prepare high quality reports, submissions, correspondence and high level briefs for the SAB, and review current and proposed legislation with a view to providing high level input regarding amendments to existing legislation or the drafting of new legislation. To be successful, you will be required to demonstrate exceptional communication and interpersonal skills. You will also demonstrate an ability to develop and compose complex workplace documents.

Eligibility/Other Requirements: Relevant tertiary qualifications or equivalent experience would be desirable. The successful candidate may be required to undergo a criminal record check. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to -

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

How to Apply: Applicants are required to submit four items: (1) ACT Government Application Cover Sheet; (2) statement of claims against specified Selection Criteria; (3) a current resume; and (4) the names and contact details of two referees (one should be a current Supervisor/Manager). Please ensure you submit all four items.

Contact Officer: Tina Nicholls (02) 6205 4605 tina.nicholls@act.gov.au

Office of the Legislative Assembly

Business Support

Finance

Financial Accountant

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 311)

Gazetted: 20 November 2018

Closing Date: 5 December 2018

The Office of the Legislative Assembly is seeking an experienced Financial Accountant to be responsible for undertaking a wide range of accounting tasks relating to budgeting, internal and external reporting, preparation of financial statements, banking, developing policies and procedures and the maintenance of an effective internal control framework.

Eligibility/Other Requirements: Qualifications in Accounting or accounting related discipline and/or extensive relevant experience would be an advantage.

Note: This is a temporary position of up to 12 months to commence in January 2019.

Contact Officer: Malcolm Prentice (02) 6205 0443 Malcolm.Prentice@parliament.act.gov.au

Applications can be forwarded to: OLARecruitment@parliament.act.gov.au

Office of the Clerk

Education and Engagement Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 105)

Gazetted: 20 November 2018

Closing Date: 5 December 2018

The Office of the Legislative Assembly is seeking an enthusiastic individual interested in working as an Education and Engagement Officer in the Office of the Clerk. The Education and Engagement Officer is responsible for providing assistance and support to the Manager, Education and Engagement in the administration and delivery of education and engagement programs to individuals and groups visiting the Assembly, development of program resources associated with education and engagement events and assisting in the public affairs and engagement activities relating to social media, video production and content management responsibilities.

To apply please complete a two page expression of interest (EOI) summarising your work-related qualities and experience against the duties in the position description.

Note: This is a temporary part-time position working 25 hours per week, initial period from 29 January to 30 March 2019, with possibility of extension. The full time salary noted above will be paid pro rata.

Contact Officer: Joanne Cullen 6205 3016 Joanne.Cullen@parliament.act.gov.au

Applications can be forwarded to: OLARecruitment@parliament.act.gov.au

Transport Canberra and City Services

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Transport Canberra Commercial

Transport Administration Group

Support Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 37265)

Gazetted: 21 November 2018

Closing Date: 5 December 2018

Details: Are you interested in providing high quality project support and assistance for city-shaping infrastructure projects in Transport Canberra? Do you love to quickly learn about many new areas, and work with a variety of people in a small team? Transport Canberra is looking for an experienced Support Officer to join the Transport Administration Group (TAG), a project management team that supports Light Rail delivery and planning. The team

works in a high-paced project environment and the Support Officer has a critical role in document management, project coordination support, and keeping everything moving! The Support Officer works directly to the Director, TAG.

Eligibility/Other Requirements: Experience and qualifications in an area related to the team's areas of responsibilities will be highly regarded (e.g. experience in administration or support roles in a project environment).

Note: This is a temporary position to commence as soon as possible until 30 June 2019 with the possibility of extension.

How to Apply: Please send a two page pitch, a current Curriculum Vitae and contact details for two referees to jobs@act.gov.au by the closing date.

Contact Officer: Kristin Blume (02) 6205 1711 kristin.blume@act.gov.au

City Services

City Presentation

Better Suburbs

Urban Open Space Volunteer Co-ordinator

Technical Officer Level 3 \$69,148 - \$78,145, Canberra (PN: 37023)

Gazetted: 15 November 2018

Closing Date: 30 November 2018

Details: The Transport Canberra and City Services, Better Suburbs Team is seeking an Urban Open Space Volunteer Coordinator who will be responsible for providing support to volunteers and community groups who wish to undertake landscape and maintenance tasks on public land to enhance horticultural amenity, conservation outcomes, and provide social opportunities. The role will work as part of Better Suburbs team but will have periods of independent work, and will need to exercise good judgment. A high degree of self-motivation, enthusiasm and commitment to supporting community based activities will be essential for success in this role.

The role is based at Dickson but also participates in field work at various Urban Open Space sites across Canberra.

Eligibility/Other Requirements: It is desirable for the successful applicant to have Tertiary (Degree or Diploma) qualification relevant to Urban Land Management and or Natural and Cultural Resource Management. It is also desirable to have an understanding and experience in landscape management and landscape construction practices, horticulture and or arboriculture but not mandatory. A current driver's licence Class C is required.

Note: This is a temporary position available for a period of 12 months with the possibility of extension.

Contact Officer: Sue Marriage (02) 6207 6474 Sue.Marriage@act.gov.au

City Services

ACT NOWaste

Service Delivery

Customer Service Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 39243)

Gazetted: 19 November 2018

Closing Date: 26 November 2018

Details: ACT NoWaste is searching for a Customer Service Guru. The Customer Service Officer performs a range of customer service, client interface and administrative tasks that directly support ACT NoWaste in the delivery of core municipal services for the Canberra community. Under limited supervision, the successful candidate will: Provide first class customer service, respond promptly to customer enquiries, handle, resolve and or escalate complaints in a timely manner; undertake and support in-field investigations and inspections, including the collection of field data and the development of reports to inform the management of contractor performance and customer satisfaction; research and resolve service delivery and or MGB discrepancies and actively liaise with internal and external stakeholders, for example, Access Canberra and contracted service providers; notify key stakeholders, for example Transport Canberra and City Services (TCCS) Communications, Access Canberra and ACT NoWaste staff in the event of scheduled service interruptions; provide general office administration support to contract managers and undertake other duties as directed; maintain records in accordance with the *Territory Records Act 2002* and provide supporting documentation for audits and reviews; and actively participate in the analysis of ACT NoWaste business practices and procedures with a specific focus on continuous improvement and the achievement of operational and customer service excellence.

Note: This is a temporary position available up to 31 October 2023.

How to Apply: Please provide a completed Application Coversheet, a supporting statement of no more than three pages outlining experience and/or abilities against the Selection Criteria and your curriculum vitae including contact details for two referees.

Applications should be sent to jobs@act.gov.au

Contact Officer: Jason Rose (02) 6205 0721 jason.rose@act.gov.au

City Services

Executive

Divisional Executive Officer

Senior Officer Grade A \$137,415, Canberra (PN: 33274)

Gazetted: 21 November 2018

Closing Date: 7 December 2018

Details: This position is integral to the effective operation of City Services. Working directly to the Deputy-Director General (DDG), this position engages regularly with the Transport Canberra and City Services (TCCS) and City Services Executive, and requires exceptional verbal and written communication skills, along with being a team player. The role also requires someone who is willing to apply a hands-on approach and can successfully develop relationships with stakeholders at all levels. The Divisional Executive Officer is required to contribute to TCCS's strategic direction and be part of a culture that values-based, has an engaged workforce and has safety and the customer experience at the core of every activity.

Contact Officer: Ben McHugh (02) 6207 4418 ben.mchugh@act.gov.au

City Operations

Infrastructure Planning

Manager, Services Planning

Infrastructure Officer 4 \$119,340 - \$135,587, Canberra (PN: 36779)

Gazetted: 20 November 2018

Closing Date: 6 December 2018

Details: Every Canberran interacts with City Services every day. We manage the city's roads, footpaths, urban forest, open space, playgrounds, domestic animals, sportsgrounds and much more. We are looking for a motivated and experienced team leader to drive service planning across this dynamic and fast-changing operation. Do you have a passion for making a real difference in how the ACT Government delivers customer-focused and efficient municipal services? If you have solid analysis and research skills, can collaborate and negotiate with colleagues, experts and the community and have high level writing and communications skills, this role could be for you. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualification and substantial experience in Asset and Service Planning Systems and processes (or other qualifications and experience deemed equivalent); Competent in the Microsoft Office Suite; Knowledge or experience with Geographic Information Systems desirable; Citizen or Permanent Resident of Australia; Current Australian Class C driver's licence essential.

How to Apply: In your application please include current resume and a completed response to the Selection Criteria.

Contact Officer: Rebecca Finnigan (02) 6207 7013 rebecca.finnigan@act.gov.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Suburban Land Agency

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Built Form and Asset Divestment

Built Form

Project Officer - Built Form

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 41803)

Gazetted: 21 November 2018

Closing Date: 28 November 2018

Details: The Suburban Land Agency (SLA) is established under s37 of the *City Renewal Authority and Suburban Land Agency Act 2017* (the Act), and regulated by Parts 8 and 9 of the *Financial Management Act 1996* (FMA), s50 of the *Planning and Development Act 2007* and the *Public Sector Management Act 1994* (PSMA). The SLA is responsible for developing and releasing suburban land, encouraging and promoting urban renewal outside of declared urban renewal precincts, contributing to the growth and diversification of the Territory's economy, and social and environmental sustainability. In exercising these functions, the SLA must also operate in a way that delivers value for money, in accordance with sound risk management practices. This position will support the Director in establishing a number of internal operational requirements associated with the delivery of Built Form projects including working with the Sales Team to develop sales plans that align to project objectives and supporting the development of business cases and relevant administrative tasks. The key capabilities required include the ability to communicate efficiently and effectively with influence, work under pressure, on multiple projects and within tight timeframes; impart information on aspects of the projects assigned to the Newly Created Built Form and Asset Divestment Group and support the Rural land management operational program; prepare written documentation; support the Director in planning and implementing contracts and relevant procurements. We are seeking an individual with skills that showcase a proactive and enthusiastic approach combined with abilities and experience suitable for establishment of a new business. Strong IT skills and attention to detail, and the ability to develop, maintain data for reporting purposes would be an advantage. This position will be required to occasionally work after hours and on weekends.

Eligibility/Other Requirements: Project Management experience in a construction/sales environment.

Understanding of ACT Government legislative frameworks in relation to land development and development activities and processes. Understanding of the land/property development market, particularly in terms of project management, marketing and sales. Experience with Information Technology, and data management. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available for a period of six months with the possibility of extension. Selection may be based on written application only. The Environment, Planning and Sustainable Development Directorate including its portfolio agency Suburban Land Agency will be moving to a new workplace designed for activity-based working (ABW) in February 2020. Under ABW arrangements officers will not have a designated workstation/desk.

How to Apply: Applications should include a supporting statement outlining ability, skills and experience against the Selection Criteria. Please also include details of at least two referees and a current Curriculum Vitae. Please send applications to jobs@act.gov.au

Contact Officer: Clint Peters (02) 6205 2461 clint.peters@act.gov.au

Canberra Health Services

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Deputy Director General Health Systems, Policy and Research Health Systems, Policy and Research

Office of Professional Leadership and Education
ACT Chief Medical Officer

Senior Specialist \$222,205, Canberra (PN: 25670)

Gazetted: 22 November 2018

Closing Date: 29 November 2018

Overview of the work area and position: The Office of Professional Leadership and Education has a critical role in fostering a high performance culture through the Canberra Health Service by creating an environment for consistent, high clinical standards and multi-disciplinary collaboration.

The Office plays a key role in:

- Identifying trends in the delivery of health services and workforce across the ACT
- Encouraging leadership and strategic direction for the [clinical] workforce
- Collaborating with other areas that lead whole of ACT health strategy and planning functions, both within the Health Directorate, Canberra Health Services
- Leading and maintaining high professional standards, recruitment and education required under the National Registration and Accreditation Scheme (NRAS)
- Providing expert, strategic, timely advice on emerging issues at the local, state, national and international levels; and develops policies and initiatives which support the delivery of health priorities and achievement of government health objectives
- Guiding and promoting research and continuous improvement of professional practice
- Representing the Territory on relevant national forums

The Chief Medical Officer (CMO) is responsible for the provision of professional and strategic leadership for the medical professions within ACT Health and Canberra Health Services, and for collaborating and providing advice to the ACT Government regarding medical matters. The position is responsible for assisting in the delivery of workforce reforms, workforce planning and for strengthening and developing medical services through innovative models of care and service delivery. As Chief Medical Officer for the ACT, you will provide advice and support to Ministers, the Director-General, ACT Health and key stakeholders across the full range of health issues confronting the communities in the ACT and surrounding regions. The CMO will play a key role in developing a collaborative and strategic approach to medicine for the ACT and at a national level. The role is responsible for setting the strategic, professional and workforce oriented agenda for medicine in the ACT including:

- Providing professional leadership and strategic direction for the medical workforce in the ACT in consultation with relevant stakeholders and informed by an expert awareness of emerging trends, clinical reform issues and strategic workforce development at local and national levels.
- Providing strategic evidence-based policy advice to key stakeholders in relation to medicine.
- Contributing to the creation and maintenance of effective clinical governance policy in relation to medicine in accordance with professional standards and codes of conduct, legislative requirements and cultural security principles.
- Leading and participating in strategic continuous improvement of medical practice to improve clinical and health system outcomes and drive system wide improvement. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, \$359,926 Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Be registered under the Working for Vulnerable People Act. Desirable: A postgraduate qualification in a related field. Demonstrated knowledge of contemporary clinical practice and governance; proven ability in developing and monitoring clinical standards and guidelines, a sound understanding of government processes, system-wide policy and change management. Detailed understanding of leadership, financial risk management, strategic direction-setting and the challenges facing modern healthcare service delivery. Knowledge and demonstrated successful application of contemporary reform and innovation within the medical professions at various levels. Experience delivering effective outcomes in a complex, cross-cultural and politically sensitive environment regarding the relevant legislative obligations. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases.

Note: This is a temporary position for 6 months with the possibility of extension and or permanency.

Contact Officer: Geraldine Grayland (02) 6205 2976 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

**Canberra Hospital and Health Services
Medicine**

Clinical Forensic Medicine Services

Forensic Medical Officer

Staff Specialist Band 1-5 \$164,470 - \$202,960, Canberra (PN: TBA)

Gazetted: 22 November 2018

Closing Date: 29 November 2018

Overview of the work area and position: Clinical Forensic Medical Services (CFMS) is a locally based well established clinical service that provides forensic medical care to patients from the ACT and surrounding areas. CFMS comprises of Clinical Forensics ACT (CFACT), a contracted medical services to the AFP, Forensic and Medical Sexual Assault Care (FAMSAC), the ACT Health based sexual assault service, and 'Fitness to Drive Medical Clinic' (FTDMC). CFMS is a medical unit within Canberra Health Services, with requirements and support for ongoing professional development of all staff. Under the direction of the Medical Director, the staff specialist role is responsible for the provision of clinical forensic medical services. This position will also have a supervisory capacity for junior medical staff and backfill the medical director's position for leave. Assists in the strategic and operational processes required within CFMS. The successful applicant will be required to work as part of a multidisciplinary team. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$271,472 - \$330,441

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Must hold a Fellowship in clinical forensic medicine of the Royal College of Pathologists Australasia or equivalent specialist qualifications. Road Transport (driver licensing) authorised medical reviewer appointment and ability to be supervisory and provide expert opinion in complex cases. Experience in providing expert forensic medical services, court reports and expert opinions for court purposes. Current Driver's License. Be registered under the Working for Vulnerable People Act. Experience: Ability to work in conjunction with the medical director to provide clinical forensic medical service in a multidisciplinary unit. Understand the relevance of ACT legislation in the provision of forensic medical services and provide expert opinion in clinical forensic medicine cases. Relate to patients in crisis and use advocacy appropriately and provision of supervision and education to nursing and medical staff. Communicate in an executive manner with high level writing skills. Ability to cope with the demands of an on call roster as the first on call and as a senior supervisor and providing an immediate response. Desirable: HIV S100 Prescriber. Family planning or sexual health course completion or experience. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases.

Note: This is a temporary part time position at 32 hours per week.

Contact Officer: Dr Vanita Parekh (02) 6244 2185 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Office Chief Psychiatrist

Child and Adolescent Psychiatrist

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: 28861)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Overview of the work area and position: Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and

outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include:

- Rehabilitation and Specialty Services (RSS)
- Adult Community Mental Health Services (ACMHS)
- Adult Acute Mental Health Services (AAMHS)
- Alcohol & Drug Services (ADS)
- Child & Adolescent Mental Health Services (CAMHS)
- Justice Health Services (JHS), incorporating the Forensic Mental Health Service (FMHS)

The Child and Adolescent Mental Health Service (CAMHS) is a specialist mental health assessment and treatment service for children and young people under 18 years of age who are experiencing moderate to severe mental health difficulties.

CAMHS is one united service with nine distinguishable yet integrated service components as follows:

- CAMHS community teams
- Adolescent Mobile Outreach Service
- Specialist Youth Mental Health Outreach Team
- The Cottage Adolescent Day Program
- Childhood Early Intervention Team
- Perinatal Mental Health Consultation Service
- Supporting Young People Through Early Intervention and Prevention Strategies (STEPS)
- Youth Step up Step Down (YSUSD) Program
- Eating Disorders Program

The Specialist / Senior Specialist position holder is expected to operate within the Public Sector Management Act (1994), the ACT Public Service Code of Conduct and the professional requirements specified by the appointee's Specialist College. The position will be accountable and responsible to the area Clinical Director – Child and Adolescent Mental Health Services through an Individual Learning and Development Plan. MHJHADS aims to be socially inclusive and operates within a recovery-focused and/or harm minimisation approach. The successful applicant will have specialist experience in Child and Adolescent Psychiatry and skills relevant to both inpatient and community services. The successful applicant will also be expected to participate in the mandatory administrative, governance and training requirements of medical officers within the Division. Emphasis on recovery focus and person-centred care are essential. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$308,646 - \$424,725

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australian and New Zealand College of Psychiatrists (RANZCP) or equivalent specialist qualifications. The RANZCP Certificate of Advanced Training in Child and Adolescent Psychiatry (completed or in progress), or equivalent qualification; and Evidence of satisfactory participation in the RANZCP Continuing Professional Development program. Be registered under the Working for Vulnerable People Act. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases.

Contact Officer: Dr Jeff Cubis Clinical Director - Child and Adolescent Mental Health Services (02) 6205 1469

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Health Systems, Policy and Research

Policy, Partnerships and Programs

Mental Health Policy

Senior Manager Mental Health Policy

Senior Officer Grade A \$137,415, Canberra (PN: 17369)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. CHS is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities which includes ensuring the delivery of CHS's Quality Strategy and government priorities, and aligning them with ACT Health's Territory Wide Services Framework. Policy, Partnerships and Programs Branch is responsible for providing advice to CHS and the ACT Government to meet the health needs of the community. We do this by contributing to the creation of policy settings that ensure the right care can be accessed in the right place, in the right way, at the right time, and that people are better able to care for themselves. This includes but is not limited to, the provision of strategic health policy advice, project development and implementation, procurement of non-government services, and liaison with government, non-government and private sector stakeholders. Overview of the work area and position: Mental Health Policy is responsible for providing strategic advice, policy development and implementation in relation to mental health, social and emotional wellbeing, and suicide prevention. Mental Health Policy leads the Branch's engagement with the policy cycle and is the first point of response for matters referred to the Branch for action and advice for the Minister for Mental Health. As the Senior Manager of Mental Health Policy you will be a strategic thinker who engenders trust and respect and enjoys the challenge of operating in a complex and rapidly changing environment. Your leadership and stakeholder management skills will be complemented by your sound judgment, resilience and integrity. The occupant of this position will be expected to: Provide mental health public policy and strategic policy advice; lead and manage the development, implementation, monitoring and evaluation of innovative, evidence based, and feasible initiatives that deliver targeted and measurable outcomes and value for money; manage and coordinate the development of complex Ministerial briefs and correspondence, Cabinet submissions, budget bids, business cases, and Assembly briefs, and all other government processes; provide leadership and participate in whole of government and inter-jurisdictional work programs; build and maintain key internal and external stakeholder engagement to support the mission of the Branch and Directorate including national mental health and suicide prevention policy areas. Mental Health Policy works collaboratively with interdependent functions of Policy, Partnerships and Programs Branch, Office of Chief Psychiatrist, and Office for Mental Health and Wellbeing and in Canberra Health Services the Mental Health Justice Health Alcohol and Drug Service. It is expected the Senior Manager is skilled in managing a range of concurrent complex tasks. It is expected that the Senior Manager Mental Health Policy will have a unique understanding of the responsibilities and accountabilities of this role being able to work collaboratively across a range of areas in CHS. The incumbent will provide outstanding leadership, communicate professionally and work with flexibility, efficiency, and diplomacy both individually and as part of a complex team effort. Eligibility/Other Requirements: Mandatory: Significant experience working in a human services policy setting at a senior level; Tertiary qualifications in a relevant area. Desirable: Experience working in a government agency; a strong understanding of current and emerging issues in contemporary mental health policy and service systems. Prior to commencement successful candidates will be required to undergo a pre-employment Police check. Contact Officer: Amber Shuhyta (02) 6205 3763 amber.shuhyta@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Home Assessment and Acute Response Team

Nurse Practitioner

Registered Nurse Level 4.2 \$122,486, Canberra (PN: 41719)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health, Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Speciality Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. Overview of the work area and position: This is an exciting new position based within the Home Assessment and Acute Response Team (HAART), a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new Model of Care (MoC) is underpinned by principles of recovery and aims to: Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions; clarify and delineate the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact; provide optimal treatment for people in their homes and community as effective hospital diversion. The successful applicant will be required to work collaboratively as a member of the multidisciplinary team and work under broad direction to provide assessment and intervention for people living in the community with acute mental health presentations. The team provides both an acute response and assessment and ongoing intensive treatment in order to reduce hospital admission and the length of hospital stay. Nursing staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery and Care Plan. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. It is an expectation that you will contribute your expertise to the multidisciplinary team by working with the team leader on leading the team. This will include providing clinical leadership and supervision to less experienced staff including Registered Nurse Level 3, Level 2, Level 1 and students. Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); endorsed as a nurse practitioner with the Nursing and Midwifery Board of Australia (NMBA); current driver's licence. Desirable: Successful completion of an NMBA approved program of study leading to endorsement as a nurse practitioner or a program that is substantially equivalent to an NMBA approved program of study leading to endorsement as a nurse practitioner as determined by the NMBA. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU). Contact Officer: Kalvinder Bain (02) 6205 1972 kalvinder.bains@act.gov.au

Clinical Services

Logistic Support Services

Supply Services

Clinical Product Consultant

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 22179)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a

sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: Supply Services forms part of the Logistic Support within the Business Support Services of CHS, delivering customer focused supply chain solutions to the Directorate and other healthcare facilities. The position reports to the Senior Manager of CHS Supply Services. While meeting patient care requirements, and in consultation with stakeholders (Nursing, Medical, Allied Health, Biomedical Engineering, and Supply Services), standardise the number and type of products used throughout CHS and health services, by assisting to identify potential efficiencies, in reviewing medical equipment and consumables, inventory and ward imprest control systems. This pivotal provision in the supply chain oversees the introduction of product innovation while ensuring legislative compliance and adherence to relevant policies and procedures.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current Class C driver's licence. Desirable: Relevant work experience. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU)

Note: This is a temporary position available for a period of 12 months with the possibility of extension. This position is rotated between the Canberra Hospital and Supply Services Administration Office in Mitchell.

Contact Officer: Rob Swain (02) 6205 0807 rob.swain@act.gov.au

Clinical Services

Women, Youth and Children

Department of Neonatology

Clinical Development Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 41492, several)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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appropriate and technologically state-of-the-art environment. Together with a small team of Clinical Development Nurses you will support nursing staff in both NICU and SCN to achieve excellence in clinical practice, standards of care and improved outcomes throughout the patient journey. CDN support and education will be provided across morning and evening shifts, seven days a week.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Post-graduate qualifications in Neonatal Nursing; Certificate IV Workplace Assessment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: There are several permanent full and part-time positions available and an order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Leanne Ehrlich (02) 6142 6360 leanne.ehrlich@act.gov.au

Clinical Services

Medicine

Renal

Clinical Development Nurse (Renal)

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 29935)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The CHS Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. The Renal Network offers a range of services for patients with various stages of renal impairment across ACT and Southern NSW. These include Chronic Kidney Disease clinics, acute, satellite and home dialysis services, pre and post transplantation services, hypertension clinics and a supportive care clinic. This team has a multidisciplinary approach with an emphasis on research and evidence based practice and is committed to partnering with patients to provide excellent care. The Renal Clinical Development Nurse will be required to work across the service to assist in educating the staff of the ACT Renal Network. The position is based at the Canberra Hospital in the ACT and reports to the appropriate Clinical Nurse Consultant.

Eligibility/Other Requirements: Mandatory: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA); current driver's licence. Desirable: Post graduate studies relevant to the speciality field. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a temporary position available for a period of eight months with the possibility of extension.

Contact Officer: Anne Maguire (02) 6174 8366 anne.maguire@act.gov.au

CEO Office

Director of Medical Services

GP Liaison Unit

Clinical Support Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 19418)

Gazetted: 22 November 2018

Closing Date: 29 November 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The General Practitioner Liaison Unit (GPLU) at Canberra Hospital aims to enhance communication and partnerships between the hospital and GP's to facilitate a seamless health service and better patient outcomes. Unit staff act as a point of contact for general practitioners, practice staff, specialists and other health care providers to assist them to navigate the health system and provide seamless care for their patients. The unit is also a contact point for patients. The Clinical Support Nurse is responsible for providing a wide range of advice and support to GPs and other stakeholders who contact the GPLU and works under the broad direction of the GP Liaison Officer.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) with the Australian Health Practitioner Regulation Agency (AHPRA) as a Registered Nurse/Registered Midwife. Desirable: Minimum of five years recent full-time or equivalent post registration experience; knowledge and understanding of both general practice and the acute care sector. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS credentialing requirements for allied health; If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This position maybe required to participate in overtime/after hours duty in relation to organising and hosting GP Education events.

Contact Officer: Anne-Marie Svoboda (02) 5124 2959 anne-marie.svoboda@act.gov.au

Clinical Services

Women, Youth and Children

Women, Youth and Children Community Health Programs

Counsellor (Early Parenting Counselling Service)

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 16796)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Early Parenting Counselling Service employs qualified Social Workers, Psychologists and Counsellors to work with vulnerable individuals with complex psychosocial issues including attachment, trauma, parental adjustment challenges and compromised perinatal mental health which often impact on family relationships, parenting capacity, and the health and wellbeing of infants and children. This position is based in the Community Health Centres across the ACT and at various off campus locations. This position is fully supported with clinical supervision.

Eligibility/Other Requirements: Mandatory: For Social Work: Tertiary qualification in Social Work; eligibility for membership of the Australian Association of Social Workers. or Psychology: Be registered or be eligible for general registration with Psychology Board of Australia. Health Professional Level 3 (HP3): Minimum of three years (ideal five years) post qualification. For Counselling: Eligible qualification pathways. Pathway 1: Minimum five-year full-time (or part-time equivalent) sequence of study made up of: (i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (psychology, social work, occupational therapy or other discipline considered relevant) AND (ii) Minimum two-year full-time (or part-time equivalent) post-graduate study in counselling via a Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA) accredited course; OR (iii) Three-year part-time Australian and New Zealand Association of Psychotherapy (ANZAP) training in the Conversational Model. Pathway 2: Minimum three-year undergraduate Bachelor of Counselling degree via a PACFA or ACA accredited course AND (i) Minimum one-year full-time (or part-time equivalent) post-graduate study in counselling via a PACFA or ACA accredited course OR (ii) Three-year part-time ANZAP training in the Conversational Model. Demonstrated evidence of eligibility for listing on the Australian Register of Counsellors and Psychotherapists (ARCAP) as either a Division A PACFA minimum Clinical Registrant or Division B ACA minimum Level 3; current driver's licence. Desirable: Specialist counselling and/or psychotherapy training and significant practical experience; experience in working with women and families in the perinatal period. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a permanent part-time position available at 25:43 hours per week (0.7 FTE). The full-time salary noted above will be paid pro-rata. The service is provided across Canberra and whilst initially intended to be based in Gungahlin Community Health Centre this is not fixed and you will be expected to work from the service location of need as directed.

Contact Officer: John Couto (02) 6205 2752 john.couto@act.gov.au

Clinical Services

Cancer, Ambulatory and Community Health Support

BreastScreen ACT

Radiography

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 38335, several)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: If you are looking to achieve work/life balance without compromising your career, then BreastScreen ACT is the workplace for you! BreastScreen ACT is a flexible and friendly workplace that strives to accommodate the lifestyle needs of all its staff. Our friendly team is a combination of full-time and part-time employees, with varying skill sets in mammography and breast sonography. Breast Screen ACT encourages continuing professional development through regular training and information sessions, and financial support for conference attendance and higher learning. Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: BreastScreen ACT is part of the BreastScreen Australia screening program. The service offers free breast screening to all women over 40 years in the ACT. The program has a target age group of women between 50 and 74 years. BreastScreen ACT provides screening at three sites located in the Canberra City, Phillip and Belconnen Health Centres. All assessments are

performed at the Canberra City clinic. Under direction, as a Radiographer, you will perform routine mammographic screening with the possibility of being involved in specialising in assessment procedures as well. You will need to exercise independent judgement to perform routine mammograms in a digital environment. We would love to have you on board to join such a great team and dynamic workplace environment. "With only three years post graduate experience, BreastScreen ACT has provided me with great opportunity to further my career and education in within the specialised area of Breast Imaging. I love working in a close, skilled, multidisciplinary team with up to date technology". Melissa - BreastScreen ACT Radiographer since 2012.

Eligibility/Other Requirements: Mandatory: Australian Health Practitioner Regulation Agency (AHPRA) Registration; Degree or Diploma in Applied Science (Medical Imaging) or Graduate Diploma in Mammography; ACT Radiation Licence (or eligible for); eligible for membership to the Australian Society of Medical Imaging and Radiation Therapy (ASMIRT). Desirable: Hold a current Certificate of Clinical Proficiency in Mammography – CCPM (or the willingness to attain). Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health professionals; comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: There are several permanent part-time, full-time, temporary and casual positions available for immediate start and the full-time salary noted above will be paid pro rata. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Samantha Rogers (02) 6205 1932 samantha.rogers@act.gov.au

Clinical Services

Rehabilitation, Aged and Community Care

Allied Health

Occupational Therapist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 36393)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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of high quality Occupational Therapy services, clinical assessments and interventions to the ACT community. Promoting positive client outcomes through the provision of high quality clinical services, networking, health promotion activities and education in/across designated areas or units as part of a multidisciplinary team. Eligibility/Other Requirements: Mandatory: Be registered or eligible for registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: Previous experience as an Occupational Therapist within a Community setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU) and if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this position will be required to comply with CHS credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

Note: This is a temporary position available for a period of five months with the possibility of extension. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Belinda Renzi (02) 5124 1212 belinda.renzi@act.gov.au

CEO Office

Rehabilitation Aged and Community

Occupation Therapy Services

Occupational Therapist (Driving Assessor)

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 28662)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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Occupational Therapists are responsible for providing professional supervision and support to other Occupational Therapists, Allied Health Assistants and students within the unit.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications (or equivalent) in Occupational Therapy; registered (or eligible for registration) with the Occupational Therapy Board of Australia, Australian Health practitioners Regulatory Agency (AHPRA); current drivers licence. Desirable: Previous experience working in the rehabilitation and aged-care sector. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; If practicing clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this position will be required to comply with CHS credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any employment being made; comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This position(s) maybe required to participate in overtime, on call and/or rotation roster.

Contact Officer: Jane Lawrence (02) 5124 0073 jane.lawrence@act.gov.au

Health Systems, Policy and Research

Policy, Partnerships and Programs

Branch Operations Unit

Administration and Accounts Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 28764)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Policy Partnerships and Programs (PPP) Branch is responsible for providing advice to CHS and the ACT Government to meet the health needs of the community. We do this by contributing to the creation of policy settings that ensure the right care can be accessed in the right place, in the right way, at the right time, and that people are better able to care for themselves. This includes but is not limited to, the provision of strategic health policy advice, project development and implementation, procurement of non-government services, and liaison with government, non-government and private sector stakeholders. Overview of the work area and position: The PPP Branch is responsible for providing advice to senior management within CHS and the ACT Government in order to meet the health needs of the community. This includes but is not limited to, the provision of strategic health policy advice, project development and implementation, procurement of non-government services, and liaison with government, non-government and private sector stakeholders. The Administration and accounts role sits within the Branch Operations Unit, PPP, a dynamic team managing the PPP Branch Non-Government Organisation (NGO) contracts. The role of the Administration Officer is the support the PPP Branch, with Branch account processing, accommodation and travel processing and to ensure that all contract payments to non-government organisations are timely and accurate, as well as assist staff and providers with enquiries.

Eligibility/Other Requirements: Desirable: Previous experience with contract payments to non-government organisations; previous experience in utilising Accounts payable Information Automation System (APIAS); high

level keyboard and document production skills. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jodie Brooks (02) 6205 4907 jodie.brooks@act.gov.au

Health Systems, Policy and Research

Policy, Partnerships and Programs

Policy and Stakeholder Relations Executive

Coordination/Liaison Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 17226)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Policy Partnerships and Programs (PPP) Branch is responsible for providing advice to CHS and the ACT Government on strategic health policy issues of national, territory-wide and health-sector-wide importance and inter-governmental issues. PPP assists other areas of the CHS with the policy development process and with liaison and negotiations with the government, non-government and private sectors as required. Policy within the health system aligns ACT government priorities with the real health needs of the community and is inclusive of Aboriginal and Torres Strait Islander people, people who are culturally and linguistically diverse (CALD), lesbian, gay, bisexual, transgender and intersex (LGBTI) and people with disabilities including mental illness. Overview of the work area and position: The PPP Branch is responsible for providing advice to senior management within CHS and the ACT Government in order to meet the health needs of the community. This includes but is not limited to, the provision of strategic health policy advice, project development and implementation, procurement of non-government services, and liaison with government, non-government and private sector stakeholders. The Office of the Executive Director and Strategic Support is responsible for: Supporting and providing advice for the Executive Director on urgent and/or sensitive matters; providing strategic health policy advice (non-operational); leading and participating in whole of government and inter-jurisdictional work programs; strategic internal and cross government relations. eg Human Services Cluster; strategic planning; government business coordination; strategic project management; change management; and diary management. The Office of the Executive Director and Strategic Support works collaboratively with the Branch Operations Unit, Health Policy Unit, Mental Health Policy Unit and the Aboriginal and Torres Strait Islander Practice Centre.

Eligibility/Other Requirements: Desirable: Relevant tertiary qualifications and/or experience in either Clinical, Operational Management or Policy Development including analytical background within a health care system. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Marc Emerson (02) 6205 3763 marc.emerson@act.gov.au

Clinical Services

Critical Care

Intensive Care Unit

Intensive Care Unit Nurse

Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 39890)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The division of Critical Care provides comprehensive services to patients requiring critical care treatments and includes the Intensive Care Unit (ICU), Emergency Department and Acute Clinical Services Unit (Acute Surgical Unit, Medical Emergency Team and the Early Recognition of the deteriorating patient program). Overview of the work area and position: The Intensive Care Unit is a 31 bed level 3 Territory Referral Centre, which admits over 1900 patients a year. The Intensive Care Unit has unlimited accreditation with the College of Intensive Care Medicine of Australia and New Zealand for training in intensive care and has advanced trainees providing after hours cover. The ICU is a core member of Australia and New Zealand Intensive Care Society (ANZICS). The unit satisfies College requirements for training in Neurosurgery, Cardiothoracics and Trauma. The unit participates in international multi-disciplinary and multi-centre research. The unit has a strong commitment to teaching at undergraduate and postgraduate and research with excellent opportunities for collaborative research. The Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region serving a population in excess of 650 000. It is a modern 670+ bed hospital providing most major medical and surgical sub-specialty services. Nurses at this level provide a competent and safe level of nursing care commensurate with experience to patients within ACT Health. The activities required of roles at this level are predominately clinical in nature. Nurses at this level accept accountability for their own practice standards, activities delegated to others and the guidance and development of less experienced staff. ICU Foundation Program: The ICU Foundation Program in 2018 will comprises of a 12 month course that provides a supportive framework and dynamic learning opportunities for nurses wishing to transition to the ICU environment. The Canberra Hospital is an acute care teaching hospital and tertiary referral centre. Intensive Care services expose successful applicants to a wide spectrum of critically ill, medical, trauma, emergency and elective surgical patients. Participants will be supported by specialty clinical development nurses and preceptors throughout the 12 month program.

Eligibility/Other Requirements: Mandatory: Registered or eligible to register as a Registered Nurse with Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Previous experience in the critical care environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for a period of 12 months.

Contact Officer: Genevieve Harrigan (02) 6244 2756 genevieve.harrigan@act.gov.au

Clinical Services

Rehabilitation Aged and Community

Allied Health

Occupational Therapist

Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 25909)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for CHHS is to ensure the delivery of CHS's Territory Wides Services Framework, the ACT Health Quality Strategy and government priorities. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within CHS providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Our staff are committed to the

delivery of health services that reflect CHS's values: Care, excellence, collaboration and integrity. The University of Canberra Hospital (UCH), Specialist Centre for Rehabilitation, Recovery and Research is located on the grounds of the University of Canberra. The hospital, the ACT's first sub-acute rehabilitation hospital, is part of CHS's network of health facilities designed to meet the needs of our ageing and growing population. RACC services work collaboratively with the individuals, his/her carers and other services within and external to CHS. Overview of the work area and position: Community Care Occupational Therapy services are offered from community health centres and in patient homes across the ACT. The service provides assessment and intervention relating to assistive technology and home modifications for patients aged 18+ years. Patients vary in their medical conditions and may include people with neurological conditions, orthopaedic conditions, complex medical conditions and frail aged. Community Care Occupational Therapy also provides services for the National Disability Insurance Scheme participants as well as Commonwealth Home Support Program clientele. The Occupational Therapist role is responsible for the provision of high quality Occupational Therapy services, clinical assessments and interventions to the ACT community. Promoting positive client outcomes through the provision of high quality clinical services, networking, health promotion activities and education in/across designated areas or units as part of a multidisciplinary team.

Eligibility/Other Requirements: Mandatory: Be registered or eligible for registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: Previous experience as an Occupational Therapist within a Community setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this position will be required to comply with CHS credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made. Comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of 11 months. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Belinda Renzi (02) 5124 1212 belinda.renzi@act.gov.au

CEO Office

Mental Health Services, Alcohol and Drug Services, Justice Health

Adult Mental Health Rehabilitation Unit

Mental Health Allied Health Assistant

Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: C10763, several)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. CHS is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with Canberra Health Service's Territory Wide Services Framework. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Mental Health, Justice Services and Alcohol and Drug Services (MHJHADS) Division is a vibrant and diverse division within CHS and provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services, Adult Acute Mental Health

Services, Alcohol and Drug Services, Child and Adolescent Mental Health Services (CAMHS), Adult Community Mental Health Services, Justice Health Services, Dhulwa Mental Health Unit. Overview of the work area and position: The University of Canberra Hospital (UCH), Specialist Centre for Rehabilitation, Recovery and Research is the largest rehabilitation centre in the ACT and surrounds, with capacity for 140 inpatient beds, 75 day places and additional outpatient services. The hospital will bring together rehabilitation services and specialist staff from many locations across Canberra into one purpose-built location—making it easier for people to access the services they need. In July 2018 two services within Specialty Mental Health services will be opened at the University of Canberra Hospital; a 20 beds Adult Mental Health Rehabilitation Unit (AMHRU) and a 25 day places Adult Mental Health Day Services (AMHDS). The position is intended to be based at AMHRU, however staff may be asked to work across Mental Health Justice Health Alcohol and Drug Services (MHJHADS). AMHRU is an inpatient rehabilitation unit whose aim is to attain and maximise independence through bio-psychosocial rehabilitation in all aspects of daily living for graduated community re-integration. The AMHDS will be located adjacent to AMHRU at UCH, and will focus upon step-down programs, pharmacotherapy, psychological therapies and healthy living skills. Service delivery for both services is underpinned by evidence based mental health care, the principles of Recovery and the provision of collaborative care involving the person, their careers and other key stakeholders. Under the direction of an Allied Health Professional, Allied Health Assistants provide support to clinical staff with delivering psychosocial interventions to people with a mental illness or a mental disorder. Allied Health Assistants promote the identified recovery goals, working collaboratively with people to achieve these, and support the person to link with community agencies or NDIS providers. Allied Health Assistants (AHA) level 3 are expected to provide supervision to staff at AHA level 1 and 2 and AHA students. The role is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Allied Health Assistants, Peer Recovery Workers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists. Eligibility/Other Requirements: Mandatory: Certificate IV in Mental Health or Allied Health Assistance, or equivalent; a minimum of 24 months experience in a related/relevant organisation/service. Desirable: Two years previous experience of working in a mental health setting, or similar; current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the Working with Vulnerable People (Background Checking) Act 2011; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU). Notes: There are several casual positions available at various hours and an order of merit list may be established to fill future vacancies at level over the next 12 months. These positions are required to participate in afterhours, on call and/or rotation roster (40 hours per week). Contact Officer: Susan Jacques (02) 6205 2187 susan.jacques@act.gov.au

**Rehabilitation and Specialty Mental Health Services,
Adult Mental Health Rehabilitation Unit
Mental Health Allied Health Assistant
Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 37809)**

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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diverse division within CHS and provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Adult Community Mental Health Services; Justice Health Services; Dhulwa Mental Health Unit. Overview of the work area and position: The University of Canberra Hospital (UCH), Specialist Centre for Rehabilitation, Recovery and Research is the largest rehabilitation centre in the ACT and surrounds, with capacity for 140 inpatient beds, 75 day places and additional outpatient services. The hospital will bring together rehabilitation services and specialist staff from many locations across Canberra into one purpose-built location—making it easier for people to access the services they need. In July 2018 two services within Specialty Mental Health services will open at the University of Canberra Hospital; a 20 beds Adult Mental Health Rehabilitation Unit (AMHRU) and a 25 day places Adult Mental Health Day Services (AMHDS). AMHRU is an inpatient rehabilitation unit whose aim is to attain and maximise independence through bio-psychosocial rehabilitation in all aspects of daily living for graduated community re-integration. The AMHDS will be located adjacent to AMHRU at UCH, and will focus upon step-down programs, pharmacotherapy, psychological therapies and healthy living skills. Service delivery for both services is underpinned by evidence based mental health care, the principles of Recovery and the provision of collaborative care involving the person, their carers and other key stakeholders. Under the direction of an Allied Health Professional, Allied Health Assistants provide support to clinical staff with delivering psychosocial interventions to people with a mental illness or a mental disorder. Allied Health Assistants promote the identified recovery goals, working collaboratively with people to achieve these, and support the person to link with community agencies or National Disability Insurance Scheme (NDIS) providers. Allied Health Assistants (AHA) at this level are expected to provide supervision to staff at AHA level 1 and 2 and AHA students. The role is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Allied Health Assistants, Peer Recovery Workers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory: Certificate IV in Mental Health or Allied Health Assistance, or equivalent. Desirable: Two years previous experience of working in a mental health setting, or similar and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with CHS credentialing requirements for allied health; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made and comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of six months. This position is required to participate in afterhours, on call and/or rotation roster.

Contact Officer: Susan Jacques (02) 6205 2187 susan.jacques@act.gov.au

CEO Office

Director of Medical Services

GP Liaison Unit

Administrative Support Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 26101)

Gazetted: 22 November 2018

Closing Date: 29 November 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe

hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The GP Liaison Unit (GPLU) at Canberra Hospital aims to enhance communication and partnerships between the hospital and GP's to facilitate a seamless health service and better patient outcomes. Staff working within the unit act as a point of contact in the hospital for GPs and practice staff, CHS staff and external stakeholders regarding patient related and general hospital service enquiries. Under broad direction you will play a key role in providing day to day administrative support to staff working within the unit as well as being first point of contact for incoming enquiries and management of same.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This is a temporary position available for a period of 18 weeks from 7 January 2019 until 10 May 2019 with the possibility of extension and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Anne-Marie Svoboda (02) 5124 2959 anne-marie.svoboda@act.gov.au

Clinical Services

Clinical Support Services

Justice Health Pharmacy Services

Justice Health Pharmacy Technician

Technical Officer Level 2 \$59,230 - \$67,825, Canberra (PN: 24292)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

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provide operational pharmacy support to the Justice Health Service, including working off site at Canberra Health Services detention and mental health facilities. The position holder will also integrate into the CHHS Pharmacy team and will provide a range of pharmacy services, including weekends and extended hours service as rostered. Work in other areas of the pharmacy operations area will be required to maintain overall pharmacy technician skills.

Eligibility/Other Requirements: Mandatory: Certificate IV in Hospital-Health Services Pharmacy Support or qualification deemed equivalent. Desirable: At least four years hospital pharmacy experience in a variety of hospital pharmacy settings; The Society of Hospital Pharmacists Association (SHPA) membership. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Sheridan Briggs (02) 5124 2121 sheridan.briggs@act.gov.au

Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Adult Community Mental Health Services

Psychology Graduate

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 40920)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. CHS is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHHS which includes ensuring the delivery of CHS's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol AND Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Dhulwa Mental Health Unit; Justice Health Services, and Rehabilitation and Specialty Mental Health Services. Overview of the work area and position: The graduate allied health position is based in the Therapies Team of the Adult Community Mental Health Services (ACMHS) program area. The key function of the Therapies Team is to provide high-intensity, evidence-based psychological and psychosocial interventions to people, including psychological interventions, family-based interventions, and functional and occupational interventions. The Therapies Team aims to maximize the application of concentrated psychological and psychosocial interventions and enhance available treatment options for people who are clinically managed by a Community Recovery Service (CRS). As a function established under the ACMHS Model of Care, the Therapies Team provides targeted interventions that are unavailable elsewhere in the ACT and which are based on highest need within the ACMHS population. The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions.

Allied Health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. Under close professional supervision, the successful applicant will assist and learn how to conduct high quality clinical assessment and deliver best practice interventions to people and/or their families/carers within the scope of practice of their discipline. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality improvement initiatives, and contribute to multidisciplinary team processes. The position will report operationally to the Health Professional 4 (HP4) Team Leader of the Therapies Team. Professional governance of this position will come from the relevant Discipline Principal (MHJHADS).

Eligibility/Other Requirements: Mandatory: Eligibility for or hold General Registration with the Psychology Board of Australia. Desirable: Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS credentialing requirements for allied health and comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of 12 months. The successful applicant will be employed on a temporary contract as a Health Professional Level 1. Consideration for ongoing appointment is contingent on successful recruitment at a Health Professional Level 2, through a merit selection process.

Contact Officer: Nikki O'Dwyer (02) 5124 1752 nikki.o'dwyer@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Mental Health Services

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 19283, several)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS): MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Justice Health Services; Rehabilitation and Specialty Mental Health Services; Dhulwa Mental Health Unit. Overview of work area and position: An exciting opportunity exists for a Health Professional entry level to join the Mental Health, Justice Health and Alcohol and Drug Services Division of CHS. The allied health temporary position is based in the Crisis Assessment and Treatment Team, a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). Crisis assessment and Treatment Team and will transition into the home assessment and acute response team (HAART) in November 2018. HAART will provide a rapid response service, hospital diversion and in-reach into inpatient units to facilitate early discharge. This position offers the successful applicant the opportunity to join a dynamic and supportive multidisciplinary team providing assertive community outreach treatment to people experiencing and living with a severe mental illness and complex needs in a community setting. The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new Model of Care (MoC) is underpinned by principles of recovery and aims to: Increase standardisation of procedures, processes and

practices to promote more internal consistency in service delivery and best practice interventions; clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact; provide optimal treatment for people in their homes and community as effective hospital diversion. The successful applicant will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. Importantly the new MoC will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care. The position reports to a Team Leader who is based on site and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants). This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Be registered or eligible for registration with Occupational Therapy Board of Australia; eligibility for professional membership of Occupational Therapy Australia; current Passenger vehicles driver's licence. For Psychology: Be registered or be eligible for general registration with Psychology Board of Australia; current Passenger vehicles driver's licence. For Social Work: Degree in Social Work; professional membership or eligibility for professional membership of the Australian Association of Social Workers (AASW); current Passenger vehicles driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: There are several positions available for a period of 12 months and an order of merit list may be established to fill future vacancies at level over the next 12 months. HAART operates an extended hours service, operating seven days a week from 08:00 to 21:00 and the position holder will be required to work a rotating roster including morning and evening shifts and public holidays.

Contact Officer: Kalvinder Bains (02) 5124 9152 kalvinder.bains@act.gov.au

**University of Canberra Hospital
Rehabilitation, Aged and Community Care
Centre for Rehabilitation**

Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 39990)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The University of Canberra Hospital provides sub-acute rehabilitation health services to the ACT and surrounding region. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for the Canberra Hospital acute services is to deliver timely access to effective and safe hospital care services. The Canberra Hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: Apply to be part of the team that has established Canberra's first purpose-built rehabilitation hospital. Canberra's first purpose-built rehabilitation hospital supports people recovering from surgery or injury, or experiencing mental illness. The University of Canberra Hospital is a 140 bed sub-acute rehabilitation hospital providing inpatient rehabilitation, aged care rehabilitation, mental health rehabilitation and outpatient and community based rehabilitation services. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within CHS providing multidisciplinary rehab, aged and community based care across a range of settings. This includes

Canberra Hospital, Community Health Centres and Village Creek Centre in Kambah. UCH is the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. The new hospital, the University of Canberra Public Hospital (UCH) is part of the CHS's planned network of health facilities designed to meet the needs of our ageing and growing population. Apply to be part of the team that has established Canberra's first purpose-built rehabilitation hospital. Canberra's first purpose-built rehabilitation hospital will support people recovering from surgery or injury, or experiencing mental illness. The Enrolled Nurse supports the Registered Nurse in the provision of patient-centred care. Nurses at this level work under the direction and supervision of the Registered Nurse, however at times the Enrolled Nurse retains responsibility for his/her actions and remains accountable in providing patient care.

Eligibility/Other Requirements: Mandatory: Registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of 12 months.

Contact Officer: Bianca Gonzales (02) 5124 0215 bianca.gonzales@act.gov.au

Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Adult Community Mental Health Services

Clinical Manager

Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 26357)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. Overview of the work area and position: The nursing position is based in the Woden Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). Nursing staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new Model of Care (MoC) is underpinned by principles of recovery and aims to: Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions and clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact; provide optimal treatment for people in their homes and community as effective hospital diversion. The successful applicant will be required to work as a member of the multidisciplinary team providing high quality clinical interventions and care, and to achieve of positive outcomes for people. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. Providing supervision to staff at the Registered Nurse 1 and 2 Levels as well as students is a key part of the role. Importantly the new MoC will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care. The position reports to a Team Leader who is based on site in the health centre and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants). This is an exciting opportunity for someone who may be interested in a working in a

program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Nursing with current registration with the Australian Health Practitioner Regulation Agency (AHPRA); minimum three years nursing experience in a mental health services, and a strong understanding of adult community mental health services. Desirable: Post Graduate Qualification in Mental Health Nursing or working towards such, and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; and comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Mathew Hunstone (02) 5124 1190 mathew.hunstone@act.gov.au

Canberra Health Services

Clinical Services

Medicine

Diabetes Service

Diabetes Clinical Nurse Consultant

Registered Nurse Level 3.1

\$101,175 - \$105,339, Canberra (PN: 39750)

Gazetted: 22 November 2018

Closing Date: 06 December 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. CHS is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The CHS Diabetes Service is a multidisciplinary team comprising medical, nursing and allied health professionals. The service provides a coordinated and integrated service between the Canberra Hospital and various community based locations within the ACT. The service provides diabetes care and treatment across the continuum for pre-diabetes, children, adolescents and adults, women during pregnancy, Type 1 and Type 2 diabetes. This nursing role requires the ability to provide appropriate skilled clinical assessment and intervention for clients with diabetes across CHS Campuses. The Diabetes Nurse will be responsible professionally to the Senior Nurse Clinician of the CHS Diabetes Service.

Eligibility/Other Requirements: Mandatory: Be registered as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA); current driver's licence. Desirable: Post-graduate qualifications from a university or tertiary institution in Diabetes Education; is an Australian Diabetes Educators Association (ADEA) credentialed diabetes educator or is working towards a post-graduate certificate in Diabetes Education. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of two months with possibility of an extension of up to two years. Selection may be based on written application and referee reports only.

Contact Officer: Lynelle Boisseau (02) 5124 3794 lynelle.boisseau@act.gov.au

Clinical Services

Quality, Safety and Governance

The Workplace Safety Unit

Early Intervention Physiotherapist

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 18678)

Gazetted: 22 November 2018

Closing Date: 29 November 2018

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of Canberra Health Services include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Quality, Governance and Risk Division is the ethical centre for CHS, leading and co-ordinating initiatives across the directorate to ensure that CHS maintains a patient-centred focus that is applied first and foremost in all that is developed and delivered. This Division is the voice of quality and safety ensuring that budget demands and other efficiency requirements do not disproportionately dictate decision-making. The Quality, Governance and Risk Division has a large role in the compliance space, increasing awareness of relevant obligations and providing advice on how best they can be met, while at the same time encouraging the directorate to engage with risk appropriately. Overview of the work area and position: The Workplace Safety Unit provides strategic leadership, advice and effective coordination and implementation of work health safety (WHS) management strategies, frameworks and activities. The unit provides WHS advisory and support services and oversees the implementation of systems and processes that assist CHS to become a safe and accountable healthcare environment. The Early Intervention Physiotherapy (EIP) position is based within Workplace Safety. There are two physiotherapists in the team who provide injury prevention and management services to staff within CHS and ACT Health Directorate. This is a stimulating and challenging role utilising expertise drawn from multiple disciplines including Physiotherapy, Work Health and Safety, Ergonomics, Exercise Prescription and Education. Applicants should be experienced and highly capable in Musculoskeletal Physiotherapy and at least one other discipline mentioned above. This position would suit an experienced Musculoskeletal Physiotherapist who is enthusiastic about this unique opportunity to take clinical physiotherapy beyond the clinic and into the workplace for advanced problem solving to enhance clinical outcomes.

Eligibility/Other Requirements: Mandatory: An appropriate Degree or Diploma in Physiotherapy; be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Minimum five years post-graduate musculoskeletal experience; post Graduate Qualifications in relevant area; current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for a period of 12 months.

Contact Officer: Noel Priest (02) 6174 8063 noel.priest@act.gov.au

Canberra Health Services

Public Health

Protection and Regulation Health Protection Service

Communicable Disease Control Surveillance Coordinator

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 15102)

Gazetted: 22 November 2018

Closing Date: 06 December 2018

Details: About Us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and

position: This position is responsible for the provision of high level epidemiological advice and support in the surveillance and management of notifiable conditions. The applicant will be required to monitor communicable disease trends, analyse disease notification data, conduct outbreak investigations disease follow-ups, and prepare reports regarding communicable diseases. The ideal applicant will have practical experience in epidemiology and disease surveillance, knowledge of current public health guidelines on communicable disease control, strong communication skills and a sound track record in program management. Excellent interpersonal, team work and negotiation skills are essential.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Epidemiology and experience in surveillance and management of communicable diseases, statistical analysis and reporting of data. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Rebecca Hundy (02) 6205 2052 rebecca.hundy@act.gov.au

Mental Health, Justice Health and Alcohol and Drug Services

Allied Health Central Management

Principal Psychologist

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 25829)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About us: Canberra Health Services is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work.

Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of Canberra Health Services include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services, and Rehabilitation and Specialty Mental Health Services. Overview of the work area and position: The Office of the Director of Allied Health, MHJHADS provides strategic leadership, professional governance and advocacy for Allied Health in MHJHADS. The Discipline Principal of Psychology position reports to the Director of Allied Health, MHJHADS. The successful candidate will monitor and maintain psychology professional standards for MHJHADS, provide strategic input on psychology specific matters, advocate on behalf of the psychology profession in general, and provide timely advice regarding workforce issues consistent with CHS, MHJHADS and Psychology Board of Australia policies, procedures and standards. They will have high level knowledge, expertise and skills in the provision of psychological services and will be expected to apply this knowledge both to discipline specific and broader allied health matters across MHJHADS. In addition, the successful applicant will be expected to demonstrate a well-developed understanding of quality and safety systems and a commitment to meeting standards and managing job demand. The position holder is expected to operate within the *Public Sector Management Act (1994)*, the ACT Public Service Code of Conduct and the Psychology Board of Australia Code of Ethics.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for general registration with the Psychology Board of Australia; hold an Area of Practice Endorsement; minimum five years' experience in psychology practice; approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns, registrars, and/or Higher Degree Students. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with CHS credentialing requirements for allied health; comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a part-time permanent position available at 29.04 hours per week and the full-time salary noted above will be paid pro-rata.

Contact Officer: Sarah Miller (02) 6205 4808 sarah.miller@act.gov.au

ACT Health

Selection documentation for the following positions may be downloaded from <http://www.health.act.gov.au/employment>.

Apply online at <http://www.health.act.gov.au/employment>

Public Health, Protection and Regulation

Health Protection Service

Communicable Disease Control

Surveillance Coordinator

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 15102)

Gazetted: 22 November 2018

Closing Date: 6 December 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: This position is responsible for the provision of high level epidemiological advice and support in the surveillance and management of notifiable conditions. The applicant will be required to monitor communicable disease trends, analyse disease notification data, conduct outbreak investigations disease follow-ups, and prepare reports regarding communicable diseases. The ideal applicant will have practical experience in epidemiology and disease surveillance, knowledge of current public health guidelines on communicable disease control, strong communication skills and a sound track record in program management. Excellent interpersonal, team work and negotiation skills are essential.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Epidemiology and experience in surveillance and management of communicable diseases, statistical analysis and reporting of data. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Rebecca Hundy (02) 6205 2052 rebecca.hundy@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Teacher Level 1 \$70,519 - \$94,094

Ravi Chopra 836-16934, Section 68(1), 15 November 2018

This appointment is to a non-advertised vacancy and is made in accordance with the Public Sector Management Standards, Section 14, Direct Appointment of Employee-General. An appointment under this section is not appellable.

Teacher Level 1 \$70,519 - \$94,094

Ivonne Nathan 844-77876, Section 68(1), 22 November 2018

This appointment is to a non-advertised vacancy and is made in accordance with the Public Sector Management Standards, Section 14, Direct Appointment of Employee-General. An appointment under this section is not appealable.

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 6 \$79,824 - \$91,356

Mudalige Ajith Thilakananda Buddhadasa 858-53650, Section 68(1), 15 November 2018

Community Services

Health Professional Level 5 \$118,319 - \$133,197

Timothy Robin Gough 858-61255, Section 68(1), 19 November 2018

Community Services

Indigenous Trainee \$47,088 - \$51,800

Jayden Goodrem 858-59075, Section 68(1), 15 November 2018

Justice and Community Safety

Administrative Services Officer Class 6 \$79,824 - \$91,356

Tim Clarke 858-51460, Section 68(1), 22 November 2018

Administrative Services Officer Class 6 \$79,824 - \$91,356

Nicola Cowan 858-61642, Section 68(1), 21 November 2018

Transport Canberra and City Services

Bus Operator - Training \$66,212

Ben Bice 858-60981, Section 68(1), 16 November 2018

Bus Operator - Training \$66,212

Robert Buvari 858-60973, Section 68(1), 16 November 2018

Senior Officer Grade C \$100,462 - \$108,140

Ellen Margaret Collins 858-61861, Section 68(1), 13 December 2018

Bus Operator - Training \$66,212

Pasquale Cosentini 858-61001, Section 68(1), 16 November 2018

Administrative Services Officer Class 4 \$66,656 - \$72,175

Tundi-Rose Hammond 858-61351, Section 68(1), 13 November 2018

Bus Operator - Training \$66,212

Sunilduth Pulickal Rajan 858-60949, Section 68(1), 16 November 2018

Capital Linen Service Band 2 \$49,639 - \$51,466

Sarbjit Warha 858-61554, Section 68(1), 29 November 2018

Administration Service Officer Class 1 \$47,088 - \$51,800
Christopher Goddard 858-59139, Section 68(1), 9 November 2018

Suburban Land Agency

Senior Officer Grade C \$100,462 - \$108,140
Thin Thin Aung 853-73788, Section 68(1), 22 November 2018

Canberra Health Services

Professional Officer Class 1 \$56,359 - \$78,145
June Chin 858-60535, Section 68(1), 19 November 2018

Health Service Officer Level 3 \$48,385 - \$49,958
Melissa Crane 858-61730, Section 68(1), 15 November 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616
Manmohan Juneja 858-61693, Section 68(1), 19 November 2018

Registered Nurse Level 1 \$63,548 - \$84,888
Maricel Polloso-Polo 853-59409, Section 68(1), 22 November 2018

Registered Nurse Level 1 \$63,548 - \$84,888
Samantha Smith 858-61300, Section 68(1), 20 November 2018

Registered Nurse Level 1 \$63,548 - \$84,888
Jamphel Yangzom 857-92587, Section 68(1), 22 November 2018

ACT Health

Senior Information Technology Officer Grade A \$137,415
Hakan Gultekin 858-61132, Section 68(1), 19 November 2018

TRANSFERS

ACT Audit Office

Caroline Smith: 853-46245
From: Audit Band 2 - Principal \$143,264
ACT Audit Office
To: Audit Band 2 - Principal \$143,264
ACT Audit Office, Canberra (PN. 42805) (Gazetted 23 July 2018)

Community Services

Katrina Anne Saals: 846-95689
From: Administrative Services Officer Class 5 \$74,081 - \$78,415
ACT Housing and Community Services
To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Community Services, Canberra (PN. 26806) (Gazetted 12 October 2018)

Health

Adam Vines: 786-53239

From: Registered Nurse Level 2 \$88,249 - \$93,533
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 10644) (Gazetted 12 April 2018)

Transport Canberra and City Services

Xunyong Li: 827-34947

From: Infrastructure Officer 2 \$79,919 - \$91,947
Environment, Planning and Sustainable Development

To: Infrastructure Officer 2 \$79,919 - \$91,947
Transport Canberra and City Services, Canberra (PN. 27727) (Gazetted 18 September 2018)

Canberra Health Services

Ingrid Lederer: 820-85879

From: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Canberra Health Services

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Canberra Health Services, Canberra (PN. 21251) (Gazetted 6 September 2018)

Sheree Seibold: 857-44585

From: Administrative Services Officer Class 6 \$79,824 - \$91,356
Canberra Health Services

To: Administrative Services Officer Class 6 \$79,824 - \$91,356
Canberra Health Services, Canberra (PN. 16299) (Gazetted 23 August 2018)

Melat Teklesilassie: 844-32627

From: Registered Nurse Level 1 \$63,548
Canberra Health Services

To: Registered Nurse Level 1 \$63,548 - \$84,888
Canberra Health Services, Canberra (PN. 41523) (Gazetted 6 September 2018)

PROMOTIONS

ACT Audit Office

Professional Services

Trang Wu: 835-81516

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Audit Band 1 - Auditor \$51,579 - \$76,564
ACT Audit Office, Canberra (PN. 42813) (Gazetted 8 February 2018)

Canberra Institute of Technology

Student and Academic Services

Student Services

Information and Recognition

Ocean Tia Ngamiri Wilson: 848-67268

From: Administrative Services Officer Class 2/3 \$52,991 - \$64,616

Canberra Institute of Technology

To: Administrative Services Officer Class 4 \$66,656 - \$72,175

Canberra Institute of Technology, Canberra (PN. 21068) (Gazetted 8 October 2018)

Chief Minister, Treasury and Economic Development

Access Canberra

Customer Co-ordination

Events and Business Co-ordination

Nathan Buckley: 799-96700

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Access Canberra

To: †Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development, Canberra (PN. 36626) (Gazetted 15 October 2018)

Access Canberra

Licensing and Registrations

Construction and Workplace Licensing

Catherine Carbone: 835-67212

From: Administrative Services Officer Class 4 \$66,656 - \$72,175

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415

Chief Minister, Treasury and Economic Development, Canberra (PN. 00780) (Gazetted 9 February 2018)

Access Canberra

Customer Coordination

Service Centres

Kara Ley: 853-80320

From: Administrative Services Officer Class 3 \$60,039 - \$64,616

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$66,656 - \$72,175

Chief Minister, Treasury and Economic Development, Canberra (PN. 44066) (Gazetted 11 September 2018)

Shared Services ICT

Strategic Business

Project Front Door

Joshua Martin: 838-31407

From: Senior Officer Grade B \$118,319 - \$133,197

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade A \$137,415

Chief Minister, Treasury and Economic Development, Canberra (PN. 00046) (Gazetted 13 August 2018)

Access Canberra

Customer Coordination

Service Centres

Tatiana Mironova: 853-74756

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 55687) (Gazetted 11 September 2018)

Access Canberra

Customer Coordination

Applications and Approvals

Karen Munday: 836-06779

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 15064) (Gazetted 10 February 2017)
This promotion is made under Section 14 of the Public Management Standards 2016.

Shared Services

Technology Services

ICT Security

Michael Juraj Rusan: 853-75695

From: Information Technology Officer Class 2 \$79,824 - \$91,356
ACT Government
To: †Senior Information Technology Officer Grade C \$100,462 - \$108,140
Chief Minister, Treasury and Economic Development, Canberra (PN. 41414) (Gazetted 26 September 2018)

Access Canberra

Customer Coordination

Service Centres

Hayley Smith: 853-74924

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 41297) (Gazetted 11 September 2018)

Corporate

Corporate Management

Reporting and Information

Callum James West: 835-99353

From: Administrative Services Officer Class 1 \$47,088 - \$51,800
Chief Minister, Treasury and Economic Development Directorate
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 37501) (Gazetted 18 September 2018)

Justice and Community Safety

ACT Emergency Services Agency

Governance and Logistics

Anne-Maree McPherson: 821-16161

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Transport Canberra and City Services
To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Justice and Community Safety, Canberra (PN. 02640) (Gazetted 3 October 2018)

ACT Emergency Services Agency

Governance and Logistics

Melissa Moran: 827-27392

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Justice and Community Safety
To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Justice and Community Safety, Canberra (PN. 07490) (Gazetted 3 October 2018)

Emergency Services

Governance and Logistics

Governance and Business Services

Stephanie Mundy: 846-86053

From: Administrative Services Officer Class 5 \$74,081 - \$78,415
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade C \$100,462 - \$108,140
Justice and Community Safety, Canberra (PN. 01752) (Gazetted 6 September 2018)

ACT Emergency Services Agency

Governance and Logistics

Ieuan Wilson: 853-73948

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Justice and Community Safety
To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Justice and Community Safety, Canberra (PN. 16507) (Gazetted 3 October 2018)

Canberra Health Services

Jose Gutierrez: 824-32519

From: Registered Nurse Level 1 \$63,548 - \$84,888
Canberra Health Services
To: Registered Nurse Level 2 \$88,249 - \$93,533
Canberra Health Services, Canberra (PN. 21573) (Gazetted 13 September 2018)

Canberra Hospital and Health Services

Sandya Lama Tamang: 857-44606

From: Registered Nurse Level 1 \$63,548 - \$84,888
Canberra Health Services
To: Registered Nurse Level 2 \$88,249 - \$93,533
Canberra Health Services, Canberra (PN. 20009) (Gazetted 6 September 2018)

Canberra Hospital and Health Services

Sharron Mills-Thom: 786-52586

From: Registered Nurse Level 2 \$88,249 - \$93,533
Canberra Health Services
To: †Registered Nurse Level 3.1 \$101,175 - \$105,339
Canberra Health Services, Canberra (PN. 24009) (Gazetted 20 September 2018)

Corporate

Business Support

Business Support and Development

Jesus Alagao: 813-00186
From: Administrative Services Officer Class 2 \$52,991 - \$58,513
Canberra Health Services
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Canberra Health Services, Canberra (PN: 40213) (Gazetted 24 May 2018)

RETIREMENTS AND DISMISSALS

Chief Minister, Treasury and Economic Development

Section 123 of the *Public Sector Management Act 1994*, Johann Rudolf Udvardi, 792-43952, 31 October 2018