



ACT Government Gazette

Gazetted Notices for the week beginning 10 June 2021

VACANCIES

Calvary Public Hospital Bruce

Division Emergency Department

Position Title: Registered Nurse

Classification: Registered Nurse Level 2 \$94,409 - \$100,061 Canberra (LP8886)

Gazette Date: 11 June 2021

Closing Date: 24 June 2021

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

Reference Number: 15911

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

Contact Officer: Angela Devlin angela.devlin@calvary-act.com.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

Clinical Service

Surgery

Perioperative

Perioperative Nursing Pathway

Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 18183, several)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

Our Values: Reliable, Progressive, Respectful and Kind

POSITION OVERVIEW

We are seeking experienced Registered Nurses who wish to develop Perioperative Skills to apply for our Introduction to Perioperative Nursing Pathway. This will involve three clinical rotations (of four-monthly duration) through the perioperative nursing roles of Anaesthetic Nurse, Instrument/Circulating Nurse (Scrub/Scout Nurse) and Post Anaesthetic Care Unit (PACU) Nurse.

The Peri-operative Unit at the Canberra Hospital consists of a Day Surgery Admissions (DOSA) Unit, 13 Operating Theatres covering a wide range of surgical specialties, Post Anaesthetic Care Unit (PACU) and a 12 bed Extended Day Surgery Unit (EDSU) together with several out of area procedural/invasive specialty areas.

The Peri-operative Registered Nurse implements a systemic and planned approach to activities associated with the provision of holistic patient care during the peri-operative experience. The nursing care associated with the provision of surgery is delivered within current standards and guidelines.

ABOUT YOU

CHS is committed to workforce diversity and to creating an inclusive workplace. As part of this commitment, we welcome applications from all diversity groups. Aboriginal and Torres Strait Islander peoples, people with disability and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are encouraged to apply.

Behavioural Capabilities

Adaptability and flexibility to accommodate change and provide responsive services to meet patient and staff needs

Position Requirements/Qualifications:

Relevant: Registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) qualifications.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering with Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases

Undergo a pre-employment National Police Check.

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

Contact Officer: Benjamin Lollback (02) 5124 3437 benjamin.lollback@act.gov.au

Allied Health

Acute Allied Health Services

Exercise Physiologist (Spinal Pain Service)

Health Professional Level 3 \$95,883 - \$101,033 (up to \$106,044 on achieving a personal upgrade), Canberra (PN: 51275)

Gazetted: 10 June 2021

Closing Date: 23 June 2021

Details: Our Vision: Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

The Canberra Health Services Division of Allied Health provides a range of allied health services across clinical Divisions of Canberra Hospital. 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. Exercise Physiologists work closely with patients, carers, referrers, other healthcare professionals and multidisciplinary teams to achieve safe, high quality patient care. Exercise Physiologists in Canberra Health Services specialise in the provision of clinical exercise prescription and lifestyle modification for individuals with chronic conditions including chronic disease and chronic pain, to a range of clients in inpatient and outpatient settings. The position will be responsible for the delivery of clinical Exercise Physiology services and interventions in the Spinal Pain Service. The Spinal Pain Service is based in the Division of Allied Health. It is a community-based service offering comprehensive assessment and multidisciplinary care (including Physiotherapy and Psychology) for patients with spinal pain. The Spinal Pain Service works closely with the Neurosurgery Service to optimise timely care and support patients towards active self-management as appropriate.

The position will be actively engaged in clinical service delivery, associated service administration, quality improvement, service innovation and research, including collaboration with the Exercise Physiology Department as required.

The position will report to the Manager of AAHS Physiotherapy, with day to day operational coordination and service planning through the Physiotherapy Clinical Lead of the Spinal Pain Service.

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Behavioural Capabilities

Strong organisational and interpersonal skills with a high degree of drive.

Effective communication and interpersonal skills .

Adaptability and flexibility to accommodate change and provide responsive services to meet patients' and service needs.

Eligibility/Other Requirements

Exercise Physiology Degree or equivalent qualification from a recognised tertiary institution.

Current accreditation with Exercise and Sports Science Australia (ESSA).

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.

Current driver's licence.

Applicants must have a minimum of three years post-qualification clinical experience.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering with Consumers Framework and all other related frameworks.

Please note prior to commencement successful candidates will be required to:

Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Undergo a pre-employment Police check.

Notes: This is a temporary part-time position available for 11 months with possibility of extension and/or permanency. The part-time hours are 11:03 per week and the full-time salary noted above will be paid pro-rata.

For more information on this position and how to apply "click here"

Contact Officer: Alison Smith (02) 5124 8705 Alison.Smith@act.gov.au

Allied Health

Rehabilitation, Aged and Community Services

Exercise Physiologist

Health Professional Level 2 \$68,809 - \$94,461, Canberra (PN: 40382, several expected vacancies)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: **Our Vision:** creating exceptional health care together

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POSITION OVERVIEW

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The RACS Rehabilitation service is a dynamic team of physiotherapists, exercise physiologists and allied health assistants. We work to enhance function, activity, and independence for patients. We treat and manage patients requiring rehabilitation with a range of conditions and injuries, including neurological disorders, amputations, musculoskeletal injuries, mental health issues and chronic conditions. We provide assessment and therapeutic intervention for client populations in both rehabilitation and aged care settings. Exercise Physiology positions based at the University of Canberra Hospital will rotate through the RACS services, including inpatient wards, mental health services and outpatient services. The RACS exercise physiologists work closely with RACS physiotherapists and the multidisciplinary team.

Under professional supervision from the Lead Professional for Exercise Physiology, Exercise Physiologists are responsible for playing a key role in delivering high quality patient centred care and associated functions to support service delivery across clinical programs and areas. Services and functions include;

Promoting positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team.

Promoting individual or group service delivery.

Applying knowledge, skills, professional judgement and initiative in the delivery of routine services.

Clinical supervision is provided by the HP3 Exercise Physiologist at UCH, with informal and formal professional development opportunities available weekly.

This position(s) will be required to participate in overtime, weekend, on call and/or rotation roster.

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and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are particularly encouraged to apply.

Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Displays critical thinking skills and forms defensible conclusions based on evidence and sound judgement.

Adaptability and flexibility to accommodate change and provide responsive services to meet patients' needs.

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications (or equivalent) in Exercise/Sports Science or similar.

Eligible for accreditation with Exercise and Sports Science Australia (ESSA).

Current drivers licence.

The successful applicant will need to be available for occasional weekend and after-hours work, with access to flex time.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Desirable:

At least one year of full-time equivalent work experience as an Exercise Physiologist.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Undergo a pre-employment National Police check.

Notes: There are several expected temporary full-time/part-time positions available for six months with the possibility of extension and/or permanency. A merit list will be created to fill future vacancies over the next 12 months.

Contact Officer: Grant Shaw (02) 5124 0074 Grant.Shaw@act.gov.au

Clinical Services

Clinical Services

Women, Youth and Children

Department Nursing and Midwifery

Clinical Support Nurse

Registered Midwife Level 3.1 \$108,237 - \$112,691, Canberra (PN: 19896)

Gazetted: 10 June 2021

Closing Date: 29 June 2021

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Our Values: Reliable, Progressive, Respectful and Kind.

POSITION OVERVIEW

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Behavioural Capabilities

Strong organisational skills, including simultaneously managing and prioritising multiple issues, with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

An ability to work respectfully in partnership with a range of stakeholders while simultaneously demonstrating leadership.

Eligibility/Other Requirements:

Relevant Post graduate qualifications in Neonatal Nursing qualifications and is highly desired.

Be eligible for registration with the Nursing and Midwifery Board through the Australian Health Practitioner Regulation Agency (AHPRA).

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Obtain a Compliance Certificate from Occupational Medicine Unit (OMU) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a temporary full-time position is available until 27 January 2023 with the possibility of extension and/or permanency.

Contact Officer: Fiona Cameron (02) 5124 7737 fiona.j.cameron@act.gov.au

Nursing Administration

Graduate Nursing Holding Pool

Personal Upgrade

Registered Midwife Level 2 \$94,409 - \$100,061, Canberra (PN: 50827, several)

Gazetted: 10 June 2021

Closing Date: 27 September 2021

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Position Overview

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In accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement, this is an opportunity for permanent Registered Midwives (RM) Level 1 to apply for personal reclassification to RM Level 2, based on their experience, skill and ability. This opportunity applies only to the applicant's current area of specialty.

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Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

Commitment to patient safety, positive workplace culture and contributing to developing CHS as a learning organisation.

Eligibility/Other Requirement:

Relevant Registered Midwife qualifications and a minimum of five years' post graduate midwifery experience is required.

The successful applicant will need to:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Note:

To be eligible to apply for a promotion to RM Personal Classification Level 2, applicants must be:
an Australian citizen or permanent resident;
a permanent employee of Canberra Health Services.

In addition applicants must have:

attended an information session regarding Level 2 Career advancement within the two years prior to application;
completed 100% of their mandatory training;
a current Performance Plan which includes Level 2 Career advancement goals;
minimum five years full time equivalent post graduate experience including recent relevant experience within the specialty area (this will be assessed by hours worked which must be 8550 hours at a minimum). International experience may be considered in line with the Australian Qualifications Framework
participated in quality improvement initiatives or other similar activity (e.g. auditing, standard champion)
If evidence of these requirements is not provided with the application, the application will not proceed for assessment/interview.

Contact Officer: Melissa O'Brien (02) 5124 7130 melissa.o'brien@act.gov.au

Allied Health

Acute Allied Health Services

Office Administrator

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: 24738)

Gazetted: 10 June 2021

Closing Date: 29 June 2021

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Position Overview

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The Acute Support Social Work team is responsible for the care and support of patients across a range of critical and acute care areas of The Canberra Hospital. These include the Medical and Surgical inpatient wards, Intensive Care Unit, the Emergency Department, Maternity and Paediatric inpatient wards and a range of paediatric and adult outpatient clinics.

About You

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Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet client's needs.

Eligibility/Other Requirements:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Note: This is a temporary position available for a period of 10 months.

Contact Officer: Patrice Higgins (02) 51242316 patrice.higgins@act.gov.au

People and Culture

Work Health Safety

Assistant Safety Advisor

Administrative Services Officer Class 5 \$82,506 - \$87,331, Canberra (PN: 38191)

Gazetted: 11 June 2021

Closing Date: 30 June 2021

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POSITION OVERVIEW

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Canberra Health Services staff, people who use our services and visitors have the right to feel safe and be safe in Canberra Health Services workplaces.

ABOUT YOU

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Behavioural Capabilities

Demonstrates initiative

Team player

Eligibility/Other Requirements:

Relevant experience in work health safety in a healthcare setting is preferred.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Contact Officer: Frances Kaye (02) 5124 6087 Frances.Kaye@act.gov.au

Clinical Services

Medicine

Gastroenterology and Hepatology Unit

Administrative Officer Gastroenterology and Hepatology Unit

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: 43187)

Gazetted: 11 June 2021

Closing Date: 18 June 2021

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Position Overview

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> The Gastroenterology and Hepatology Unit at Canberra Hospital provides consultative and endoscopic services for persons with digestive diseases, including liver and biliary tract disease.

The Unit provides:

Inpatient care of patients with gastroenterological and diseases;

Consulting service;

Endoscopic procedures;

Clinics for patients with viral hepatitis, liver disease, inflammatory bowel disease, inherited gastrointestinal cancer and complex gastrointestinal disorders; and

Clinics, support and follow up for participants in the National Bowel Cancer Screening Program.

This position provides administrative and office support to the Gastroenterology and Hepatology Unit with duties including booking appointments, referral management, screening telephone calls long with general reception duties. This role requires demonstrated ability to ensure high quality customer service standards and a high level of knowledge and demonstrated ability in the use of health based IT systems including ACTPAS and Clinical Portal.

ABOUT YOU

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Behavioural Capabilities

Professional

Dedicated

Conscientious

Eligibility/Other Requirements:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

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

Contact Officer: Jade Ngata (02) 51242063 jade.ngata@act.gov.au

Chief Operating Officer Clinical Services

Women, Youth and Children

Registered Nurse

Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 20441, several)

Gazetted: 15 June 2021

Closing Date: 30 June 2021

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Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

Overview of the work area and position

The Paediatric Service at the Centenary Hospital for Women and Children provides holistic, evidence-based quality care and advocacy for all children and adolescents in the ACT and surrounding areas with acute and chronic health needs.

The service is child and family centred, as we understand that the family is central to the successful delivery of health care. We believe in respect for each child and family and their cultural and religious needs. Each person is an individual with the right to dignity and privacy.

The environment is child friendly and developmentally appropriate, with the opportunities for learning and play seen as fundamental. The environment is also safe, functional, and comfortable, with a bed for a parent to sleep in each room.

We are committed to staff excellence, with a rich culture of ongoing professional development in the specialty of Paediatrics. You will meet undergraduate and post graduate nursing, allied health and medical students who are studying to gain qualifications, and we greatly value our strong

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Behavioural Capabilities

To be successful in this position, it is expected that the successful candidate will have the following attributes:

Strong organisational skills, including simultaneously managing and prioritising multiple issues, with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

An ability to work respectfully in partnership with a range of stakeholders while simultaneously demonstrating leadership.

Eligibility/Other Requirements

Mandatory:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering with Consumers Framework and all other related frameworks.

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA).

Desirable:

Registered Nurse with a minimum of one years' experience working professionally in Paediatrics is preferred.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes:

There are several temporary full-time (part-time will be considered) vacancies available for a period of six months with the possibility for extension. The successful applicant will need to be available rotational shift work roster which includes weekends and night duty.

Contact Officer: Donna Cleary (02) 5124 7575 donna.cleary@act.gov.au

Medicine

Canberra Health Services

Hospital in the Home Nurse

Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 27074, several)

Gazetted: 15 June 2021

Closing Date: 1 July 2021

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POSITION OVERVIEW

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Hospital in the Home (HITH) is an inpatient service of the Canberra Health Service and provides access to acute healthcare for patients generally in their own home. Operating hours of the service are 0730 to 2200, seven days a week. Patients admitted to HITH are classified as inpatients and would otherwise require treatment to be conducted in a hospital inpatient ward. Patients receive the same treatment that they would have received if in a hospital bed.

The Registered nurse in this role will provide clinical care to patients, for example visiting patients in the home, simple and complex dressings, measuring vital signs and documentation, intravenous antibiotics, clinical assessment and escalation of clinical concerns to the medical staff.

The service requires driving to the patient's home to deliver the care. This role includes ward rounds to initiate and promote referrals to the HITH service.

The hours of work are normal shift work pattern, morning and evening shift seven days a week and after orientation and training being on call will be a requirement.

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Behavioural Capabilities

Strong organisational skills with a strong work ethic.

Ability to work within a multi-disciplinary team and adapt quickly to a changing environment.

Ability to respond to and prioritise competing and often urgent requests in a calm and efficient manner while also maintaining high work standards and accuracy.

Ability to manage confidential and sensitive information.

Eligibility/Other Requirements:

Relevant, be registered or be eligible for registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA) qualifications and experience working professionally in Clinical experience in rheumatology, ambulatory care, general medicine and/or chronic disease management is preferred.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Undergo a pre-employment National Police Check.

Contact Officer: Louisa Andrews (02) 5124 3957 louisa.andrews@act.gov.au

Rehabilitation, Aged and Community Services

Allied Health

Speech Pathologist

Health Professional Level 2 \$68,809 - \$94,461, Canberra (PN: 45208 expected vacancy)

Gazetted: 15 June 2021

Closing Date: 28 June 2021

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Rehabilitation, Aged and Community Services (RACS) 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 the Village Creek Centre in Kambah. 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.

RACS services work collaboratively with the individuals, his/her carers and other services within and external to CHS. CHS is a values-led Directorate.

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Behavioural Capabilities

Excellent communication skills

Ability to work collaboratively with the interprofessional and speech pathology team

Adaptability and flexibility to accommodate change and be responsive to clinical needs

Organisational skills and motivation

Eligibility/Other Requirements:

A Degree or Diploma in Speech Pathology from a recognised tertiary institution with a minimum of 1 years' experience working professionally in the clinical areas of adult neurology, rehabilitation and aged care is preferred.

Position is temporary full time (11 months) with possibility of extension and/or permanency

Candidate may be selected from written application recruitment process only

Eligibility for practicing membership of Speech Pathology Australia.

Must hold a current unrestricted ACT drivers license.

Be registered under *the Working with Vulnerable People Act 2011*.

The successful applicant may need to be available for occasional weekend and after-hours work, with access to flex time.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Comply with Canberra Health Service credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

Undergo a pre-employment National Police Check.

Notes: This is a temporary expected vacancy available for 11 months.

Contact Officer: Rachel Heatley (02) 5124 0182 rachel.heatley@act.gov.au

Rehabilitation, Aged and Community Services - University of Canberra Hospital

Specialised Nursing

Clinical Development Nurse University of Canberra Hospital

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 11211)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

CHS administers a range publicly funded health facilities, programs and services including but not limited to:

The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.

University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.

Four Walk-in Centres: which provide free treatment for minor illness and injury.

Six community health centres: providing a range of general and specialist health services to people of all ages.

A range of community based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

Overview of the Work Area and Position

Rehabilitation, Aged and Community Services (RACS) is a vibrant and diverse Division within Canberra Health Services providing multidisciplinary rehab, aged and community-based care across a range of settings. This includes Canberra Hospital, University of 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 Hospital (UCH) is part of the CHS's planned network of health facilities designed to meet the needs of our ageing and growing population. University of Canberra Hospital is Canberra's first purpose-built rehabilitation hospital and supports people recovering from surgery, injury, or experiencing mental illness.

The main priorities of the Clinical Development Nurse are to coordinate education and promote a learning culture within UCH. As part of the model of care for UCH, the clinical staff will have a more active role in the first response team. As the CDN you will be a part of the first response team when required and assist in ensuring the relevant staff have Intermediate Life Support skills and knowledge to effectively participate in this team. The successful applicant will have an understanding of the principles of rehabilitation nursing, however will be supported by the Clinical Nurse Educator and Multi-disciplinary team.

ABOUT YOU

CHS is committed to workforce diversity and to creating an inclusive workplace. As part of this commitment we welcome applications from all diversity groups. Aboriginal and Torres Strait Islander peoples, people with disability and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are encouraged to apply.

Eligibility/Other Requirements:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering with Consumers Framework and all other related frameworks.

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA).

Desirable:

Certificate IV in Training and Assessment (Cert IV is not required upon application; however successful completion is required upon 12 months of employment).

Current drivers licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note: This is a temporary position available for a period of 11 months with the possibility of extension.

Contact Officer: Deborah Hood (02) 5124 0033 deborah.hood@act.gov.au

Women, Youth and Children

Vulnerable Families

Registered Nurse Level 3 Grade 1 - IMPACT Coordinator

Registered Nurse Level 3.1 \$108,237 - \$112,691, Canberra (PN: 12093)

Gazetted: 10 June 2021

Closing Date: 23 June 2021

Details: Our Vision: Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

CHS is committed to workforce diversity and to creating an inclusive workplace. As part of this commitment we welcome applications from all diversity groups. Aboriginal and Torres Strait Islander peoples, people with disability and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are particularly encouraged to apply.

Behavioural Capabilities

To be successful in this position, it is expected that the successful candidate will have the following attributes:

Strong organisational skills (including simultaneously managing and prioritising multiple issues) with a high degree of drive.

An ability to work respectfully in partnership (with a range of stakeholders).

Strong communication skills.

The ability to be flexible and initiate and manage change within the service.

Eligibility/Other Requirements:

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA).

Highly Desirable:

Post graduate qualifications in Child and Family, Paediatrics with a primary health care focus.

Desirable:

Post graduate qualifications in Mental Health, Drug and Alcohol, Infant Mental Health or Midwifery.

Please note prior to commencement successful candidates will be required to:

Holds a current driver's licence.

Provide two referee names, including current manager.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening vaccination processes against specified infectious diseases.

Undergo a pre-employment Police check.

Notes

This is a temporary position available for six months. Selection may be made based on written application and referees only.

For more information on this position and how to apply “click here”

Contact Officer: Fiona Le Mesurier (02) 5124 1774 Fiona.LeMesurier@act.gov.au

Chemical Pathology

Technical Officer (Pathology Services)

Technical Officer Level 1 \$60,942 - \$63,894, Canberra (PN: 37945)

Gazetted: 15 June 2021

Closing Date: 2 July 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

CHS administers a range publicly funded health facilities, programs and services including but not limited to:

The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.

University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.

Mental Health, Justice Health, Alcohol and Drug Services provide a range of health services from prevention and treatment through to recovery and maintenance at a number of locations and in varied environments for people suffering from mental health issues.

Four Walk-in Centres: which provide free treatment for minor illness and injury.

Seven community health centres: providing a range of general and specialist health services to people of all ages.

A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the work area and position

ACT Pathology is a division of the Canberra Hospital and Health Service offering a diagnostic Pathology service to the ACT and surrounding region.

The laboratory operates 24 hours, seven days a week, offering a wide range of testing procedures over two campuses. The main laboratory is located at the Canberra Hospital and branch laboratory is located at the Calvary Hospital.

The successful applicant will primarily be based in the core Routine Chemistry section, however, may also be rotated through the Endocrinology, Special Chemistry and Point of Care Testing section as required. Under direction, the successful applicant will be required to run and maintain laboratory instrumentation, instrument troubleshooting, running of quality control materials, temperature monitoring, stock control, maintaining clean work areas and processing patient samples for the Chemical Pathology laboratory at Canberra Hospital. The laboratory operates 24 hours 7 days a week and the successful applicant will be required to participate in the out of hours roster.

Eligibility/Other Requirements

Desirable:

An associate diploma, science degree or equivalent medical laboratory science qualification.

Experience in Chemical Pathology would be advantageous.

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.

Notes

Selection may be based on application and referee reports only.

For more information on this position and how to apply “click here”

Contact Officer: Simon Newton (02) 5124 2843 Simon.Newton@act.gov.au

Medical Services

Medical Officer Support, Credentialing, Employment and Training Unit

JMO Manager

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 11951)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Our Vision: Creating exceptional health care together.

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Our Values: Reliable, Progressive, Respectful and Kind

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CHS administers a range publicly funded health facilities, programs and services including but not limited to: The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.

University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.

Four Walk-in Centres: which provide free treatment for minor illness and injury.

Six community health centres: providing a range of general and specialist health services to people of all ages.

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the Work Area and Position

Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU) has responsibility for:

The process for credentialing and defining the scope of clinical practice of senior doctors and dentists seeking an appointment or re-appointment to a public health facility in the ACT and the process for the management of a complaint or concern about the clinical competence of a senior doctor or dentist working in a public health facility in the ACT. The unit also manages the work of the CHS Medical and Dental Appointments Advisory Committee (MDAAC). It also provides ad-hoc clinical governance advice to the Executive Director Medical Services, MOSCETU and CEO Canberra Health Services;

The development, co-ordination, management and facilitation of the Junior Medical Officer Education and Training Program; and Manage the recruitment, rostering and administration related to the Junior Medical workforce.

Under broad direction from the Director MOSCETU you will play a key role in providing day to day recruitment, human resource management support and advice to managers across CHS on all matters relating to recruitment and establishments for the employment of Junior Medical Officers.

Eligibility/Other Requirements:

Behavioural Capabilities

Strong organisational skills with a high degree of communication skills.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs and, High degree of common sense and self awareness.

Eligibility/Other Requirements:

Experience working in a healthcare setting in a Human Resource Management/Administration

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.

Note: This is a full-time temporary position available for a period of eight months with the possibility of extension and/or permanency.

Contact Officer: Grace Johnson (02) 51248334 grace.johnson@act.gov.au

Maternity Services

Midwife

Registered Midwife Level 1 \$67,984 - \$90,814, Canberra (PN: 24346, several)

Gazetted: 15 June 2021

Closing Date: 2 July 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>
The Maternity Department at the Centenary Hospital for Women and Children (CHWC) is a tertiary centre (Level 6) for the ACT and southern New South Wales. The maternity services at CHWC provide women-centred evidence-based quality maternity care to approximately 3600 women per year.

Centenary Hospital for Women and Children (CHWC) is seeking suitably qualified Registered Midwives Level 1 with an interest in providing clinical leadership in the areas of antenatal, intrapartum, or postnatal care.

CHS is committed to workforce diversity and to creating an inclusive workplace. As part of this commitment we welcome applications from all diversity groups. Aboriginal and Torres Strait Islander peoples, people with disability and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are encouraged to apply.

Behavioural Capabilities

To be successful in this position, it is expected that the successful candidate will have the following attributes:
Strong organisational skills, including simultaneously managing and prioritising multiple issues, with a high degree of drive

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs

An ability to work respectfully in partnership with a range of stakeholders while simultaneously demonstrating leadership.

Eligibility/Other Requirements:

Registered Midwife with preferably a minimum of two years of midwifery experience.

The successful applicant will need to be available rotational shift work roster which includes weekends and night duty.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering with Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases

Undergo a pre-employment National Police Check.

Notes

There are several positions available. Positions will be available at both full and part-time and the part-time positions should note that the salary noted above will be paid pro-rata.

For more information on this position and how to apply "click here"

Contact Officer: Michelle Thinius (02) 5124 7392 Michelle.Thinius@act.gov.au

Medical Services

Pathology

Specimen Reception

Team Supervisor Specimen Reception

Technical Officer Level 3 \$77,011 - \$87,032, Canberra (PN: 49795)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: **Our Vision:** creating exceptional health care together

Our Role: to be a health service that is trusted by our community

Our Values: Reliable, Progressive, Respectful and Kind

POSITION OVERVIEW

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> ACT Pathology is a division of the Canberra Health Services with laboratories located at both the Canberra Hospital and Calvary Public Hospital operating 24 hours, 7 days a week all year round and Collection Centres located at seven other sites. Pathology provides diagnostic and consultative services to medical specialists and general practitioners and their patients in hospital and in the community.

The Specimen Reception Department within ACT Pathology is responsible for accurate and efficient entry of pathology requests, preparation and despatch of patient samples and clinical trial samples, receipt and despatch of referred test results and distribution of pathology results via telephone enquiries.

Under the broad direction of the Specimen Reception Manager, you will play a key role in the coordination and leadership of the operations and staffing of all sections within the Specimen Reception Department. You will provide leadership and training to staff, maintain processes and procedures, provide high level troubleshooting assistance, and maintain staff competencies. This position is one of three supervisors within the department and initially will be responsible for the Sendaways section and ensuring compliance to accreditation requirements. The role may require participation in on-call, out of hours work across a 7-day roster.

ABOUT YOU

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Behavioural Capabilities

Strong organisational skills.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs in a time sensitive environment.

Ability to communicate effectively and work collaboratively in a team.

Eligibility/Other Requirements:

Relevant Degree/Diploma or equivalent qualification, or a minimum of 5 years relevant experience and training which enables the officer to competently perform the duties appropriate to the office.

The successful applicant will need to participate in a 24 hour/7 day rotating roster.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Have an understanding of National Association of Testing Authorities (NATA) accreditation requirements.

Have an understanding of the requirements for transportation of biological specimens in accordance with IATA Dangerous Goods Regulations.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Supply minimum of two referees willing to be contacted.

Supply certified copy of qualifications.

Undergo a pre-employment National Police Check.

Contact Officer: Christopher Burton (02) 5124 3992 Chris.Burton@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Business Support Mental Health

Operational Director

Senior Officer Grade A \$153,041, Canberra (PN: 18835)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

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Position Overview

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) 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. 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 Speciality Services.

Adult Community Mental Health Services.

Adult Acute Mental Health Services.

Alcohol and Drug Services.

Child and Adolescent Mental Health Services (CAMHS).

Justice Health Services.

About You

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Behavioural Capabilities

To be successful in this position, it is expected that the successful candidate will have the following attributes:

Strong organisational skills with a high degree of drive

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs

Ability to respond to and prioritise competing and often urgent requests in a calm and efficient manner while also maintaining high work standards and accuracy.

Eligibility/Other Requirements:

Tertiary qualifications (or equivalent) in health or a related discipline are highly desirable.

Be registered under the Working for Vulnerable People Act 2011.

This position(s) is required to participate in an on-call roster.

Desirable:

Postgraduate qualifications in management field are highly desirable

Current Driver's licence.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

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

Contact Officer: Karen Grace (02) 5124 1577 karen.grace@act.gov.au

Allied Health

Allied Health Adviser

Profession Lead - Physiotherapy

Profession Lead - Physiotherapy

Health Professional Level 5 \$131,773 - \$148,344, Canberra (PN: 43978)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: **Our Vision:** creating exceptional health care together

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Our Values: Reliable, Progressive, Respectful and Kind

POSITION OVERVIEW

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>. The Office of the Executive Director, Allied Health provides professional and strategic leadership, advice, and advocacy to CHS, the ACT Health Directorate and ACT Government in relation to allied health related matters. Under the leadership of the Executive Director, Allied Health, the Profession Leads are accountable for professional leadership and to support strategic planning and workforce development for their profession across CHS.

Through the Executive Director, Allied Health, the Profession Leads provide high level professional engagement and advice to the Chief Allied Health Officer as required. Willingness and capacity to provide objective, factual advice on profession specific matters is essential.

The Profession Lead component enables a higher duties arrangement if the applicant is at an HP4 level. Applicants will need to demonstrate as part of their application significant hospital and/or community health experience in their allied health professional group. Applicants will also need to demonstrate capacity to undertake the responsibilities of the Profession Lead role alongside their existing allied health position. The intention is that successful applicants to these roles will retain their current operational reporting lines and responsibilities and professionally report to the Executive Director, Allied Health.

ABOUT YOU

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Behavioural Capabilities

Strong organisational skills, with the ability to problem solve within a busy health care environment.

Adaptability and flexibility to accommodate change.

Effective communication, including active listening skills, and an ability to negotiate.

Eligibility/Other Requirements:

Relevant tertiary qualifications and a minimum of 5 years' experience working professionally in a public health system is preferred.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

For Physiotherapy:

Be registered or be eligible for general registration with Physiotherapy Board of Australia under AHPRA.

Applicants must have a minimum of 5 years post-qualification experience.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing requirements for allied health.

Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Undergo a pre-employment National Police Check.

Notes: This is a temporary position available for six months with the possibility of extension. The successful application may be selected based on application, resume, and referee reports only. This Profession Lead position is required to support the professional role of the EDAH, including credentialing of AH staff.

Contact Officer: Tayne Ryall (02) 5124 2722 tayne.ryall@act.gov.au

Medical Services

Pathology

Supervisor Pathology Collection Services

Technical Officer Level 3 \$77,011 - \$87,032, Canberra (PN: 16195)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: **Our Vision:** creating exceptional health care together

Our Role: to be a health service that is trusted by our community

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POSITION OVERVIEW

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> ACT Pathology is a division of the Canberra Health Services with laboratories located at both the Canberra Hospital and Calvary Public Hospital Bruce operating 24 hours, seven days a week all year round. Pathology provides diagnostic and consultative services to medical specialists and general practitioners and their patients in hospital and in the community.

Customer Services, ACT Pathology is primarily the liaison between patient, clinician, and laboratory. Customer Services is responsible for the collection of pathology samples from patients within the Canberra Hospital, Calvary Public Hospital Bruce, National Capital Private Hospital, outpatient collection centres within the community and a home collection service for those that are too frail to attend an outpatient room.

Under direction of the Customer Services Manager and the Senior Supervisor Pathology Collections you will be required to plan and coordinate staffing requirements to meet the demands of the service, provide leadership and training for staff and maintenance of staff competencies for the provision of safe, high-quality person-centred care.

There will be a requirement to travel between all ACT Pathology locations with a base location within ACT Pathology administration.

ABOUT YOU

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Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Excellent written and oral communication skills and the ability to liaise with a diverse range of clients.

Ability to work in a team environment.

Adaptability and flexibility to accommodate change and provide responsive services to meet client needs

Eligibility/Other requirements:

Relevant Diploma or equivalent qualification, or relevant experience and training which enables the officer to competently perform the duties appropriate to the office.

Experience in the use of e-rostering systems such as ProAct

Hold a current Drivers Licence.

Supply certified copy of qualifications

Supply minimum of two referees willing to be contacted

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Have an understanding of National Association of Testing Authorities (NATA) accreditation requirements and how the role supports these.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Undergo a pre-employment National Police Check.

Contact Officer: Louise Hyndes 02 5124 2932 Louise.N.Hyndes@act.gov.au

Medical Services Group

Medical Imaging

Clinical Educator – Medical Imaging

Medical Imaging Level 4 \$123,074 (Up to 132,479 for positions designated in clause 20.1 of the EA), Canberra (PN: 28818)

Gazetted: 15 June 2021

Closing Date: 8 July 2021

Details: **Our Vision:** creating exceptional health care together

Our Role: to be a health service that is trusted by our community

Our Values: Reliable, Progressive, Respectful and Kind

POSITION OVERVIEW

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Medical Imaging provides state of the art diagnostic imaging and interventional radiology services for patients in Canberra and the South East Region of NSW. The Canberra Hospital site consists of 2 CT scanners, 2 MRI scanners, 2 angiography suites, 5 ultrasound rooms, 5 general x-ray rooms, OPG, Mammography, radiography services for theatre, mobile x-ray to the entire hospital, 3 gamma cameras (2 with SPECT/CT) and 1 PET/CT scanner with 3 uptake rooms. A satellite x-ray room also operates at the University Canberra Hospital.

Upcoming projects may see medical imaging expand into the proposed Clinical Services Building to be built on the Canberra Hospital campus, and a proposed satellite outpatient clinic to be located in Weston Creek. The service is committed to providing our patients with cost-effective, easily accessible subspecialty expertise along with a strong commitment to research and training in advancing the use of imaging for the diagnosis and treatment of disease. The Clinical Educator is a fulltime position dedicated to the effective coordination and delivery of continuing education across the Medical Imaging department. Primarily this is focussed on Continuing Professional Development and support for allied health staff across the department, including Ultrasound, MRI, Nuclear Medicine, PET, General and Advances Radiography.

The role is also responsible for the overall co-ordination of University student placements. Canberra Health Services has close links with Charles Sturt University, University of Canberra, University of Newcastle, and University of Sydney – with students undertaking placements in radiography and nuclear medicine in years 1, 2, 3 and 4 of their studies. Fourth year radiography students have access to placement scholarships when they attend Canberra Hospital for extended placements. Positional responsibilities include effective utilisation of available resources to support education in the Medical Imaging Department, the provision of leadership, management, and supervision to junior staff and students to ensure high quality clinical service, and timely patient care.

ABOUT YOU

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Behavioural Capabilities

Strong organisational skills with a strong work ethic and ability to work within a multi-disciplinary team.
Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.
Excellent written and oral communication skills and the ability to liaise with a diverse range of stakeholders.

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications in Medical Radiation Science (Radiography) or equivalent.
Be registered or be eligible for registration as a Medical Radiation Practitioner in the division of Radiography with the Australian Healthcare Practitioner Regulation Agency.
As required, hold or be eligible for an ACT Radiation licence.
Eligible to be registered under *the Working for Vulnerable People Act 2011*.

Desirable

Experience in a trauma and teaching hospital.
Experience teaching and/or mentoring medical imaging staff and students.
Qualification and/or experience in a relevant education field eg. Certificate IV Workplace Training and Assessment (or similar) and/or willingness to work towards relevant education qualifications.
5 years post-graduate experience.

Other:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.
Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.
Undergo a pre-employment National Police Check.

Contact Officer: Ross Bevan (02) 5124 2111 ross.bevan@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug services

Adult Mental Health Unit

Exercise Physiologist

Health Professional Level 2 \$68,809 - \$94,461, Canberra (PN: 31846)

Gazetted: 15 June 2021

Closing Date: 15 July 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Position Overview

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

The Adult Mental Health Unit (AMHU) is an acute inpatient unit for people experiencing moderate to severe mental health illness or mental health disorders providing contemporary evidence -based service, guided by principles of recovery

The Exercise physiologist will provide individualised assessments and exercise programs to complex mental health consumers with/without chronic health conditions under limited supervision. In this role you will contribute clinical expertise to the multidisciplinary team, assist and contribute to the service development and therapy processes and support health promotion strategies within Canberra Health Services

The position will report to AMHU Therapy Manager. Professional and clinical supervision for this position by the exercise Physiology Department

About You

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Behavioural Capabilities

To be successful in this position, it is expected that the successful candidate will have the following attributes
Strong organisational skills with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet client's needs.

Ability to work collaboratively as part of a multidisciplinary team.

Eligibility/Other Requirements:

Relevant tertiary qualifications and a minimum of one years' experience working professionally, post qualification in a related/ relevant organisation/service.

Exercise / sports Science degree (or equivalent) from a recognised tertiary institution.

Current accreditation with Exercise and Sports Science Australia (ESSA).

Registration under the ACT Working with vulnerable People ACT 2011.

Current Driver's licence.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Undergo a pre-employment National Police check.

Note: This is a temporary position available for a period of 11 months with the possibility of extension. A merit pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

Contact Officer: Roz Fitzgerald (02) 51245401 roz.fitzgerald@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Service

Adult Mental Health Unit

Registered Nurse Level 1

Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 44384)

Gazetted: 15 June 2021

Closing Date: 1 July 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Position Overview

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery.

The Adult Mental Health Unit (AMHU) is a 40-bed acute inpatient unit for people with acute mental health issues. The service aims to provide collaborative care involving the person, their carers and other key services. The Mental Health Short Stay Unit (MHSSU) is a sub-acute 6 bed inpatient unit located in the Emergency Department for people requiring extended mental health assessment and or treatment initiation.

At this level it is expected that you will provide, under limited supervision, high quality clinical nursing skills and care to achieve sound recovery outcomes. It is also an expectation that you will contribute to the multidisciplinary team, and support the senior nurses, Clinical Nurse Consultant and Assistant Director of Nursing in change processes. You will be required to undertake professional development, supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

About You

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Behavioural Capabilities

Flexible, adaptable and comfortable with changing working environment.

Commitment to achieving positive outcomes.

Strong organisational skills with a high degree of personal motivation.

Eligibility/Other Requirements:

Relevant Post graduate qualification in Mental Health Nursing and experience working professionally within acute Mental Health setting is preferred.

The successful applicant will need to be available to work a rotating shift roster, including night shifts and weekends.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Contact Officer: Monique Fielder (02) 5124 5452 monique.fielder@act.gov.au

Pathology

Specimen Reception

Senior (Specimen Reception)

Technical Officer Level 2 \$65,966 - \$75,539, Canberra (PN: 49688, several)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

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Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

ACT Pathology is a division of CHS with laboratories located at both the Canberra Hospital and Calvary Public Hospital Bruce operating 24 hours, 7 days a week all year round and Collection Centres located at seven sites across Canberra. Pathology provides diagnostic and consultative services to medical specialists and general practitioners and their patients in hospital and in the community.

The Specimen Reception Department within ACT Pathology is responsible for accurate and efficient entry of pathology requests, preparation and despatch of patient samples and clinical trial samples, receipt and despatch of referred test results and distribution of pathology results via telephone enquiries.

Under the direction of the Specimen Reception Manager and Specimen Reception Supervisors, you will play a key role in providing day to day supervision of staff, assist with training and provide troubleshooting assistance for all enquiries. The role will require participation in a 24 hour/7-day rotating roster.

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Behavioural Capabilities

Strong organisational skills.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

Ability to communicate effectively and work collaboratively in a team.

Eligibility/Other Requirements:

Relevant Degree/Diploma or equivalent qualification, or a minimum of 3 years relevant experience and training which enables the officer to competently perform the duties appropriate to the office.

Position Requirements

The successful applicant will need to participate in a 24 hour/7 day rotating roster.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Have an understanding of the requirements for transportation of biological specimens in accordance with IATA Dangerous Goods Regulations.

Have an understanding of National Association of Testing Authorities (NATA) accreditation requirements.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Obtain a compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Supply minimum of two referees willing to be contacted.

Undergo a pre-employment National Police Check.

Notes

These positions are a result of a consultative restructure and internal permanent employees will be given priority.

For more information on this position and how to apply "click here"

Contact Officer: Chris Burton (02) 5124 3992 Chris.Burton@act.gov.au

Pathology

Pathology Safety Officer

Health Professional Level 3 \$97,177 - \$102,397 (up to \$107,476 on achieving a personal upgrade), Canberra (PN: 35188)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: **Our Vision:** Creating exceptional health care together.

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Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> ACT Pathology is a division of the Canberra Health Services with laboratories located at both the Canberra Hospital and Calvary Public Hospital operating 24 hours, 7 days a week all year round and Collection Centres located at seven other sites. Pathology provides diagnostic and consultative services to medical specialists and general practitioners and their patients in hospital and in the community.

CHS is committed to workforce diversity and to creating an inclusive workplace. As part of this commitment, we welcome applications from all diversity groups. Aboriginal and Torres Strait Islander peoples, people with disability and people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex, or Questioning (LGBTIQ) are particularly encouraged to apply.

Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Strong attention to detail, reliable and punctual.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

Ability to communicate effectively with a diverse group of stakeholders and work as part of a team.

Eligibility/Other Requirements

Mandatory:

- A Medical Laboratory Science degree or equivalent relevant qualification.
- Minimum of five years' experience in Pathology.
- A current driver's licence.

Desirable

A Certificate IV or higher in Work Health and Safety (WHS) or Risk Management

Position Requirements

Be registered or be eligible for registration with the Australian Council for the Certification of the Medical Laboratory Scientific Workforce (ACCMLSW).

The successful applicant will need to be available for occasional weekend and after-hours work.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Have an understanding of National Association of Testing Authorities (NATA) accreditation requirements.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Obtain a compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Contact Officer: Tracey Farrar (02) 5124 7083 Tracey.Farrar@act.gov.au

Chief Executive Officer

Physiotherapist

Health Professional Level 2 \$68,809 - \$94,461, Canberra (PN: 28684, several)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/> Physiotherapy within Acute Allied Health Services (AAHS) provides services to a range of clients in acute inpatient and specialised outpatient settings. This position rotates across inpatient and specialised outpatient services. Our Physiotherapists work closely with patients, carers, referrers, other health care professionals and multidisciplinary teams to achieve safe high-quality patient care.

Under supervision, you will play a key role in delivering high quality patient centred care and associated functions to support service delivery in clinical areas.

The overall functions of the physiotherapist under professional supervision include:

Promoting positive client outcomes through the provision of high-quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team.

Promoting individual or group service delivery.

Applying knowledge, skills, professional judgement and initiative in the delivery of routine services.

Clinical supervision, and professional development is provided through team structures, clinical supervision sessions, competency-based skills assessments, on the job training, and internal and external professional development opportunities.

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Behavioural Capabilities

Strong organisational skills with a high degree of drive.

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs.

Effective communication and interpersonal skills.

Eligibility/Other Requirements

Mandatory:

Tertiary qualifications (or equivalent) in Physiotherapy.

Be registered (or eligible for registration) with the Physiotherapy Board of Australia.

At least one year of full-time equivalent work experience as a physiotherapist.

Desirable:

Current drivers' licence.

Other:

The successful applicant will need to be available to participate in overtime, restricted on-call and shift rosters to support seven day service delivery.

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Fulfil the responsibilities of this role as detailed in the CHS Exceptional Care Framework, Clinical Governance Framework, Partnering With Consumers Framework and all other related frameworks.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services credentialing and scope of practice requirements for allied health professionals.

Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Notes

There are several temporary positions available for a period of eight months. A merit list may be established to fill identical vacancies at level over the next 12 months. You will be required to participate in an overtime, restricted on-call and shift rosters.

For more information on this position and how to apply "click here"

Contact Officer: Katherine Goodsell (02) 5124 2154 Katherine.Goodsell@act.gov.au

Office of Deputy CEO

Policy and Government Relations

Policy Coordinator

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 04576)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

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Our Values: Reliable, Progressive, Respectful and Kind.

Position Overview

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary, and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>

Very few teams can say they are responsible for helping set the future direction of a large organisation. The Strategy and Governance Branch is one of the few teams that can. The Branch leads and supports the development and implementation of organisation wide strategy and related projects. The division includes Policy, Planning and Government Relations, Risk, and Insurance and Legal Liaison areas. A great team with terrific opportunities to work on challenging and complex issues – all of which matter to our local community. Under the direction of the Senior Director, Policy Planning and Government Relations, as Policy Coordinator you will work as part of a dynamic team to inform, educate, and support policy development and governance processes to embed safety and quality across Canberra Health Services.

About You

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Behavioural Capabilities

Effectively communicate with a wide range of stakeholders.

Ability to adapt and be flexible to accommodate change.

Strong organisational skills and attention to detail.

A sense of humour.

Eligibility/Other Requirements:

Desirable

Previous experience and advanced knowledge of Microsoft SharePoint.

Previous experience providing secretariat support for meetings and/or committees.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

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

Contact Officer: Katherine Macpherson (02) 5124 9590 katherine.macpherson@act.gov.au

Client Services, Security and Emergency

Switchboard Supervisor

Administrative Services Officer Class 4 \$74,237 - \$80,381, Canberra (PN: 51818, several)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: **Our Vision:** Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

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Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding region. More information can be found on the CHS website: <https://www.health.act.gov.au/>. The Infrastructure and Health Support Services (IHSS), Operational Support Services (OSS), is responsible for the provision of a range of client services to support the operations across various Canberra Health Services (CHS) locations. The branch is committed to the CHS values, role and vision.

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Behavioural Capabilities

Strong organisational skills with a high degree of drive

Adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs

Ability to lead by example, support others and demonstrate integrity

Lead change, discover and analyse opportunities for improvement.

Eligibility/Other Requirements:

Desirable:

Have an understanding of how the National Standards and Quality Health Service (NSQHS) indicators align with this role.

Previous experience supervising staff in an operational setting.

Experience in the use of switchboard SPOK console, SPOK web on call and afterhours rosters.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

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.

Notes: Please note there are two positions available. A merit list may be established from this process to fill identical vacancies at level over the next 12 months. Selection may be based on application and referee reports only. The successful applicant will need to be available for weekend and after-hours work.

For more information on this position and how to apply “click here”

Contact Officer: John Villatobas (02) 5124 2733 John.Villatobas@act.gov.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

Education and Training Services

CIT Pathways College

English Language Centre

Head of Department, English Language Programs

Manager Education Level 1 \$129,740, Canberra (PN: 51882)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: Canberra Institute of Technology Pathways College is looking for a highly motivated, enthusiastic Head of Department to lead the English Language Programs. The Head of Department will, through quality leadership in and management of education and related activities, contribute to the achievement of departmental goals and will contribute to the strategic goals of the College.

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. All managers at Manager Education Level 1 or Manager Education Level 2 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40116 or its successor), and an Advanced Diploma in Adult Learning and Development (or its successor) or equivalent.

The manager must also hold appropriate tertiary qualifications in teaching English as an Additional Language.

Where a manager undertakes a teaching activity, the manager must also hold vocational qualifications equal or higher to that being taught.

Relevant industry experience is highly desirable, though this does not have to be in the discipline being supervised.

Management experience highly desirable.

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

How to Apply: Please review the attached Position Description and submit a response to the Selection Criteria to support your application. Ensure you provide evidence of your suitability for the role by including examples that clearly demonstrate your relevant Skills, Knowledge, and Behavioural Capabilities. Please also submit your current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Lucy Marchant (02) 6207 4956 lucy.marchant@cit.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.

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

Commercial services and infrastructure group

ACT Property Group

Integrated Facilities Management

Project Officer, Asbestos Response Taskforce

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 22609)

Gazetted: 16 June 2021

Closing Date: 23 June 2021

Details: The Project Officer is part of a small team within the Property Asset Management team responsible for providing services to the Asbestos Response Taskforce project of securing, monitoring and maintaining the Mr Fluffy homes purchased by the Territory.

ACT Property Group provides expert property management and maintenance services to the ACT Government and the community. The Group manages and maintains buildings and property that enable the ACT Government to provide Government and community services. The group supports the ACT Governments delivery of its services through flexible, efficient and cost effective accommodation solutions and property services. Community services and support are also enabled through the provision of properties to community organisations at affordable rental rates. ACT Property Group operates on a fee for service basis with a requirement to provide a dividend to government.

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:

Hold or have the capacity to obtain White Card and Asbestos Awareness.

A current driver's licence (car).

Notes: This is a temporary position available for up to 12 months. This position is based in an activity-based working (ABW) environment. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Please review the Position Description for details about the role and associated responsibilities. Suitability for this position will be assessed on your demonstrated Skills, Experience, Knowledge and Behaviour in relation to the duties/responsibilities listed in the Position Description.

Please submit the following:

A two page pitch that tells the selection committee about your ability to perform the advertised role (knowledge, experience, skills, behaviour) and why you are the best person for this role. The pitch should:

Show that you have the capabilities in "What you Require" section of the Position Description including Professional/Technical Skills and Knowledge, and Behavioural Capabilities.

Demonstrate your capacity to perform the duties and responsibilities detailed in "What You Will Do" at the specified classification including examples of how you have done this in the past.

Tell the panel how your abilities, ingenuity, experience and qualifications make you the best person for this role.

A current curriculum vitae including details of work history (roles, timing, responsibilities, achievements), professional memberships and qualifications, and

Contact details of at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Christine Luchetti (02) 6205 4866 Christine.Luchetti@act.gov.au

Commercial Services and Infrastructure

Property and Venues

Venues Canberra

Venues Canberra Operations Assistant

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: C09787, several)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: Venues Canberra is responsible for hosting of events at the Territory's major venues including Exhibition Park in Canberra, GIO Stadium and Manuka Oval.

Venues Canberra are seeking a pool of casuals to assist in providing event and facility administrative and operational support to Venue Managers and operations teams.

Under instruction, casuals will assist in the preparation and coordination for events and functions, complete operational requirements including furniture and equipment hire, signage and staging and undertake checks associated with event and facility management to ensure facilities are safe and effective.

Eligibility/Other Requirements:

Essential:

C Class drivers licence is essential.

First Aid certification or the ability to obtain first aid certification.

Ability to obtain white card, forklift, asbestos awareness and working at heights certification.

The ability to perform regular after hours, public holidays and weekend work in support of booked events.

Ability to perform manual handling tasks.

Desirable:

Relevant tertiary qualification (or working towards relevant qualifications) in event management and/or project management.

Previous experience with facility management or project management.

Forklift operator licence, white card, asbestos awareness and working at heights certification.

Note: These are temporary casual position's available immediately for a period of up to 12 months. The full-time salary noted above will be paid pro-rata. Duties may include after hours and weekend work. 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.

How to Apply: Please apply by providing a written response addressing the Selection Criteria along with a current curriculum vitae and names of referees.

Applications should be submitted via the *Apply Now* button below.

Contact Officer: Alexandra Drake (02) 6205 0991 alexandra.drake@act.gov.au

Digital, Data and Technology Solutions

Customer Engagement Services Branch

Service Management

Service Development Manager and Service Agreements Manager

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 14537, several)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: The Service Management team in Customer Engagement Services Branch (CEBS) is on the hunt for two highly motivated, service focused individuals to work on the defining of ICT services at the SOGC level.

The successful applicants will have an eye for detail, highly developed verbal and written communication skills, and the ability to get inside the heads of both our customers and service owners (internal and external) to define and document services provided to ACT Government customers.

Experience with service development, delivery and service agreement processes as well as strong stakeholder engagement and negotiating skills are a must for these roles.

Working closely with service owners across Data, Digital and Technology Services as well as our directorate customers you will:

document the end to end lifecycle for ICT services (new and existing), including the resourcing and effort required to deliver, support and maintain each service

facilitate and manage Working Groups associated with service development and service improvements activities

develop process documentation, service process maps and associated internal service documentation

development of high level customer communication plans as well as developing customer focused documentation for the customer facing Technology Catalogue

ad hoc service reporting; and

establishment, negotiation and review of Service Agreement documentation.

This work is an important step towards building a 'service first' culture. It's a shift from managing tech to delivering value through services that are designed to meet our customers' business objectives.

In a nutshell, it's about putting the 'service' in Service Management. The outputs of these two roles are clearly documented inputs and outputs of all ICT services, defined roles and responsibilities for both internal operations teams and our customers for the end to end service delivery, support and maintenance, as well as clearly defined and business focused customer facing information for all ICT services.

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: There are two temporary positions available for a period of up to six months with the possibility of extension and/or permanency.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: If you think you are the person for the job, please submit your application including a two page pitch addressing your experience and suitability for the role/s. Please include two referee contacts (including your current manager) and a copy of your curriculum vitae. For further information on either of the roles please contact the Contact Officer.

Applications should be submitted via the Apply Now button below.

Contact Officer: Melanie Hobbs (02) 6207 1281 melanie.hobbs@act.gov.au

Policy and Cabinet Division

Coordinator-General Climate Action

Executive Level 3.2 \$361,128 - \$375,818 depending on current superannuation arrangements, Canberra (PN: E1171)

Gazetted: 15 June 2021

Closing Date: 2 July 2021

Lead on the ACT Government's ambitious climate change agenda

Deliver on making the ACT the renewable energy capital of Australia

Details: The ACT Public Service (ACTPS) is responsible for a diverse range of state and municipal functions and delivers services to the people of the ACT and surrounding region under a 'one service' structure, employing around 24,500 staff.

This role leads the Office of the Coordinator General for Climate Action which promotes and coordinates the Territory's climate action agenda and oversees the delivery of initiatives. It also supports the Cabinet Subcommittee on Climate Action.

This is an outstanding opportunity to be at the forefront of driving energy reform in a jurisdiction committed to some of the most ambitious global emissions reduction targets.

We are seeking a collaborative, action-oriented executive leader who can work across ACT Government directorates and with business and community to support the delivery of the Government's agenda and program commitments. The successful candidate will be a values driven leader who builds cohesive relationships and high-performing teams. You will have demonstrated experience in providing authoritative and forward-thinking advice, economic analysis and program and project implementation. Experience in strategic regulatory, risk and quality frameworks are expected.

Relevant degree and/or higher qualifications is expected.

Remuneration: The position attracts a remuneration package ranging from \$361,128 to \$375,818 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$293,809.

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 details of long-term engagements are tabled in the ACT Legislative Assembly.

How to Apply: Before applying, please call David Baber, Partner at Fisher Leadership to discuss (direct on 0459 991 501).

Application requires a targeted one-page cover letter, your curriculum vitae and a statement addressing your track record against qualifications/requirements and the executive capabilities stated in the position description.

Please go to fisherleadership.com and click on 'APPLY ONLINE' using reference ACGcgc0521.

Commercial Services and Infrastructure Group

Shared Services

Payroll Services

Payroll Officer

Administrative Services Officer Class 4 \$74,237 - \$80,381, Canberra (PN: 09695, several)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: The Shared Services Payroll team are seeking experienced and skilled Payroll Officers to join our team.

As a Payroll Officer, you will work in a large team and be responsible for providing quality payroll services to ACT Government staff. Your primary tasks will be to calculate and process a range of payroll transactions relating to: Commencement and cessation of employees.

Salary and Allowances including overtime and penalty rates.

Superannuation entitlements; and

Administration of Leave

Additional responsibilities include interpreting and applying relevant legislation and policies and responding to enquiries from ACTPS staff on a range of pay and employment conditions.

The ideal candidate would be a highly motivated team player who demonstrates superior customer service skills and is comfortable working in a high-pressure environment with tight deadlines, with the ability to contribute to a positive and inclusive working environment.

If this sounds like you, please review the instructions on how to apply for the role below. We look forward to hearing from you.

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.

Notes: These are temporary position available immediately for a period of up to 12 months with the possibility of permanency.

How to Apply: Please submit a two-page pitch summarising your suitability for the role, ensuring you take into consideration the position information and key capabilities (minimum font 11). Please also submit a curriculum vitae (2-3 pages preferred).

Please review the applicant guide found within the attached Position Description for more information on developing your pitch when applying for this position.

Applications should be submitted via the Apply Now button below.

Contact Officer: Ellie Calcraft (02) 6207 1968 Ellie.Calcrafft@act.gov.au

Workplace Safety and Industrial Relations

Injury Management

Rehabilitation Case Manager

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 28474)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: An exciting opportunity exists in the Injury Management Team, Workplace Safety and Industrial Relations for an enthusiastic and motivated individual who is keen to work in a dynamic, busy and challenging environment. The position of Rehabilitation Case Manager centres on the delivery of high quality, timely and individually tailored case management and return to work services to a diverse range of operational areas. A key aspect of the role is fostering working relationships with managers, employees, and allied health professionals. Essential to the role is proactive communication and the coordination of day to day case management to drive optimum and sustained outcomes. This is a fast-paced operational environment and the ability to meet tight deadlines while managing competing priorities is essential. The successful applicant will have superior problem solving and time management skills and demonstrate resilience and the ability to work in a highly complex environment.

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

Qualifications and/or extensive practical experience in Work Health and Safety, Human Resources, Allied Health or other related disciplines and/or experience in case/claims management and rehabilitation will be well regarded.

Notes: This is a temporary position available for up to 12 months with the possibility of permanency. 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. This position will join our Injury Management Team in our new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please provide a two page pitch, outlining your skills and experience relevant to the role, along with a copy of your current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Ed Chakawodza (02) 6205 4895 Ed.Chakawodza@act.gov.au

Access Canberra

Transport Licensing

Business Support

Business Engagement Officer

Administrative Services Officer Class 5 \$82,506 - \$87,331, Canberra (PN: 23118)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: Are you a perfectionist who enjoys proofreading? Can you learn new technology quickly? Are you a people person?

The Business Support and Training team provides operational support to Access Canberra teams and external users of the rego.act business system. Business Support is a high performing team focused on quality outcomes and service delivery in a fast-paced environment.

The team is also responsible for providing:

Business system training.

Updates to Road Transport specific policy and procedure.

Guidance and advice on Road Transport legislation.

Updates to the Access Canberra website, forms and related documents for Road Transport transactions.

Communication to all rego.act stakeholders.

Contribution to rego.act enhancements and projects.

We are looking for a hardworking team player who has excellent attention to detail to fill the role of the Business Engagement Officer. The position is responsible for the design and implementation of forms, letters, publications, website content, and brochures reflecting policy and legislative amendments – to name a few!

This person will be motivated, confident on the phone and will also support helpdesk staff with system

functionality and advice on Road Transport legislation, policy and business rules. Please apply if this is you!

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 needs to learn new concepts and technology quickly, and experience in the use of Indesign, SharePoint is highly desirable. The position is attached to a rotating roster of 8am-5.30pm Monday – Friday.

Notes: 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. This position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please provide a supporting statement of no more than two pages outlining experience and/or abilities against the Professional and Technical Skills and Behavioural Capabilities outlined in the Position Description; and your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Hayley Eastman (02) 6207 0403 Hayley.Eastman@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.

Access Canberra

Construction, Utilities and Environment Protection

Lease Compliance and Occupational Licensing

Licensing Officer

Administrative Services Officer Class 4 \$74,237 - \$80,381, Canberra (PN: 12430)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: The Construction, Utilities and Environment Protection branch of Access Canberra are seeking motivated and capable individuals to join the Lease Compliance and Occupational Licensing Team to support the licensing and registration functions performed by the team.

The Lease Compliance and Occupational Licensing Team is responsible for the assessment and issue of licences and registrations relating to construction, architects, items of plant, construction induction, asbestos and union entry permits. The Constructions and Workplace Licensing Team perform their regulatory functions as delegates of the: Construction Occupations Registrar; the Regulator of Work Health and Safety; and, the Registrar of the ACT Architects Board. The team also works closely with the compliance teams of Access Canberra.

The preferred candidate will be able to read, interpret and apply legislation as well as internal policies and procedures in carrying out their duties with limited supervision. It will also be necessary to have a great attention to detail with the ability to adapt to competing priorities and stay focused in a fast paced and high pressure environment whilst liaising with a diverse range of internal and external stakeholders. Access Canberra is a dynamic workplace with a changing workforce and the desire to adapt through ongoing personal and professional development is desirable quality of prospective candidates.

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.

Notes: 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. This position will be based in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit a written application of no more than two pages, responding to the required Selection Criteria in the Position Description. Please provide a current curriculum vitae, and one completed referee reports.

Applications should be submitted via the Apply Now button below.

Contact Officer: Adam Bruzga (02) 6207 4874 Adam.Bruzga@act.gov.au

ACTIA

Claims

Claims Officer

Administrative Services Officer Class 5 \$82,506 - \$87,331, Canberra (PN: 55560)

Gazetted: 10 June 2021

Closing Date: 29 June 2021

Details: Working with a professional and dedicated team in an environment that is supportive and friendly, you will bring your analytical skills to manage a portfolio that is both varied and challenging. If you have experience managing personal injury matters, like instructing solicitors and enjoy working with a range of stakeholders, this is the role for you. We are looking for someone who is able to work productively in a fast-paced work-place, has the ability to make decisions within both a legislative and policy based environment, is able to build productive professional relationships and manage claims to resolution. While you are part of a team and have support from members of the team, you will also be required to work independently with minimal supervision. The role is demanding, but we value work-life balance.

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.

Notes: This is a temporary position available for six months with the possibility of permanency. 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.

How to Apply: Please submit your curriculum vitae along with your response to the Selection Criteria. Limit your response to no more than two pages, 11pt Calibri font, with standard page margins.

Applications should be submitted via the Apply Now button below.

Contact Officer: Mark Harper 02 6207 7150 Mark.Harper@act.gov.au

Under Treasurer - ACT Government

Executive Level 4.3 \$424,028 - \$441,529 depending on current superannuation arrangements, Canberra (PN: E916)

Gazetted: 10 June 2021

Closing Date: 2 July 2021

High profile economic leadership appointment

Proactively shape economic development policy and outcomes for the people of the ACT

Canberra based and attractive remuneration package

Details: The ACT Public Service (ACTPS) is responsible for a diverse range of state and municipal functions and delivers services to the people of the ACT and surrounding region under a 'one service' structure, employing around 24,500 staff.

Treasury advises the Government on the Territory's economic and financial management. It also advises on federal financial relations and oversees a wide range of commercial services provided to ACT Government directorates and agencies.

The Under Treasurer is a key leadership role in the Territory's central Directorate, advising the Treasurer and Cabinet on key strategic and policy issues including advancing the ACT's economic development. This advice will be delivered in the current context of protecting Canberrans' health, acting on climate change, protecting jobs, and supporting local job and industry growth. The Under Treasurer also works with the Head of Service and other Directors-General as part of the ACT Public Service Strategic Board delivering the Government's priorities and ensuring cross-cutting policy and program design and delivery and stewardship of the ACT Public Service. The Under Treasurer represents the Territory in the national arena at intergovernmental groups such as Heads of Treasuries.

We are seeking an outcomes-driven leader with the economic credentials to oversee the development and management of the ACT budget and who has demonstrated experience in providing authoritative and forward-thinking advice.

The successful candidate will be a values driven leader who builds cohesive relationships and high-performing teams. Your professional attributes will include superior strategic leadership, stakeholder collaboration, service delivery focus and influential communication.

Relevant degree and/or higher qualifications in Economics or related disciplines is expected.

Remuneration: The position attracts a remuneration package ranging from \$424,028 to \$441,529 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$350,025.

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 details of long-term engagements are tabled in the ACT Legislative Assembly.

How to Apply: Before applying, please call David Baber, Partner at Fisher Leadership to discuss (direct on 0459 991 501).

Application requires a targeted one-page cover letter, your curriculum vitae and a statement addressing your track record against qualifications/requirements and the executive capabilities stated in the position description.

Please go to fisherleadership.com and click on 'APPLY ONLINE' using reference ACGutr0521.

City Renewal Authority

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

City Renewal Authority

Director Project Operations

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 15090)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: Would you like to contribute to making the city more liveable and loveable? The City Renewal Authority is charged with shaping the growth of the central parts of Canberra to make it a great place to live, explore and enjoy. In partnership with the community, the City Renewal Authority aims to create a vibrant city heart through the delivery of design-led urban renewal with a focus on social and environmental sustainability.

We are a small and dynamic team, looking for a Director Project Operations. If you are passionate about Canberra and an experienced operations manager, or major events manager and thrive in a small team environment then we want to hear from you. You will be given the opportunity take on a wide range of tasks and learn new skills in this role.

Eligibility/Other Requirements: The successful applicant will have knowledge of place making principles and experience in delivering place management and place activation. Tertiary qualifications in Business, Project Management or Operations Management or any other related field are highly desirable.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Expressions of interest are sought from potential candidates and should include responses to the Selection Criteria listed in the attachment (please limit response to two pages), contact details of at least two referees and a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jennifer Ramsay 0414 822 535 Jennifer.Ramsay@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

Executive Branch Manager, Finance (Chief Financial Officer)

Temporary Vacancy (October 2021 to January 2022)

Community Services Directorate

Corporate Services

Position: E1093

(Executive Level 1.4)

Circulated to: ACTPS Senior Executive List, ACTPS SOGA

Date circulated: 16 June 2021

Applications are sought for the role of Executive Branch Manager, Finance (Chief Financial Officer), this temporary vacancy is from October 2021 to January 2022.

The Corporate Services Division provides advice and support services to the Community Services Directorate, Senior Executives, and the Minister's Office. The Executive Branch Manager, Finance reports to the Executive Group Manager, Corporate and provides financial management and advice and drives the financial reporting strategy across the Directorate. It leads the Finance and Budget team on day-to-day financial management activities, as well as providing advice in relation to strategic matters.

The Executive Branch Manager, Finance role requires an outstanding professional who has excellent senior executive leadership experience in financial services, a comprehensive knowledge of public sector financial management policies and principles, public sector budgeting processes and requirements, and capacity to build a collaborative relationship with Treasury.

To apply: Please provide your curriculum vitae, a two-page pitch and contact details of at least two referees to Joseph Borgese via email, joseph.borgese@act.gov.au by COB Wednesday 7 July 2021.

Remuneration: The position attracts a remuneration package ranging from \$251,027 - \$260,803 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$195,520.

Contact Officer: Joseph Borgese (02) 6205 9717 joseph.borgese@act.gov.au

Team Leader

Child and Youth Protection Professional Level 4 \$118,626 - \$127,282, Canberra (PN: 07521)

Gazetted: 16 June 2021

Closing Date: 5 July 2021

Details: The Children and Youth Protection Professional (CYPP4) Team Leader role is focussed on providing strong leadership to build an integrated multidisciplinary team that supports effective service delivery to meet our statutory obligations and deliver on our strategy of creating a continuum of care for our clients.

The Community Services Directorate is committed to addressing the disproportionate representation of Aboriginal and Torres Strait Islander (ATSI) children in the child protection system and is committed to meeting the cultural needs of the children we work with. We strongly encourage applications from ATSI peoples who have the appropriate background and capability, but do not hold the essential tertiary qualification to consider applying for these roles via the CYPP ATSI Competency Framework. This approach acknowledges the significant contribution that individuals with ATSI cultural heritage and experience bring to improving outcomes for children and young people and does not require applicants to hold tertiary qualification/s. The attached competency logbook outlines the steps and considerations and if relevant to your application, should be completed and attached with the application for the role you consider your experiences matches.

Eligibility/Other Requirements:

Essential qualifications and experience:

Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. Experience in facilitation of groups/Mediation i.e. training, chairing meetings, group counselling sessions. Proficiency in Aboriginal and Torres Strait Islander culture. At least three years practice experience working with children, young people and their carers or families. Current driver's licence.

Desirable qualifications and experience:

Diploma or relevant tertiary qualifications in Human Services or Community Services is highly desirable.

Additional Information:

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.

Educational, suitability and professional qualification checks may be carried out prior to employment.

Notes: This position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk. An order of merit may be established from this selection process and may be used to fill future identical vacancies both permanent and temporary over the next 12 months

How to Apply: All applications should include your written response to Selection Criteria and curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kirsty Herriot (02) 6207 1466 Kirsty.Herriot@act.gov.au

Children, Youth and Families

Child and Youth Protection Services

Cultural Services

Senior Practitioner, Cultural Services (Identified Position)

Child and Youth Protection Professional Level 4 \$118,626 - \$127,282, Canberra (PN: 39174)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: The Cultural Services Team are focused on working in partnership with families, the Community, and Child and Youth Protection Services colleagues (CYPs) to deliver the best possible life outcomes for Aboriginal and Torres Strait Islander families. The work is underpinned by best practice and culturally responsive case management. The Team has responsibility for oversight, management, and direction of the day-to-day operations requiring cultural services across CYPs.

The Senior Practitioner position is responsible for providing expert case practice advice and leadership within the Cultural Services Team and across CYPs. The role will support the Principal Practitioner to undertake project work and support and develop case workers in direct delivery of services and supports to families that are underpinned by self-determination and family-lead decision-making.

The Community Services Directorate is committed to addressing the disproportionate representation of Aboriginal and Torres Strait Islander children in the child protection system and is committed to meeting the cultural needs of the children we work with. We strongly encourage applications from Aboriginal and Torres Strait Islander peoples who have the appropriate background and capability, but do not hold the essential tertiary qualification to consider applying for these roles via the Child and Youth Protection Professional (CYPP) Aboriginal and Torres Strait Islander Competency Framework. This approach acknowledges the significant contribution that individuals with Aboriginal and Torres Strait Islander cultural heritage and experience bring to improving outcomes for children and young people and does not require applicants to hold tertiary qualification/s. The attached

competency logbook outlines the steps and considerations and if relevant to your application, should be completed and attached with the application for the role you consider your experiences matches.

Community Services Directorate (CSD) 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.

Eligibility/Other Requirements:

Essential qualifications and experience:

Demonstrated experience leading teams and delivery of services to supports positive outcomes for Aboriginal and Torres Strait Islander families.

Relevant tertiary qualifications in Social Work, Psychology or related discipline and/or equivalent work experience in child protection and/or youth justice.

At least 5 years practice experience working with children, young people and their carers or families.

Current driver's licence.

ADDITIONAL INFORMATION

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.

Educational, suitability and professional qualification checks may be carried out prior to employment.

This is a designated position in accordance with s42, *Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Note: 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. Please note, this is an Identified position for Aboriginal and Torres Strait Islanders. Please note, this position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit a written response to the Selection Criteria located in the Position Description along with a curriculum vitae.

Contact Officer: Narelle Rivers (02) 6207 5593 narelle.rivers@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.

Children, Youth and Families

Child and Youth Protection Services

Independent Case Conference Chair

Child and Youth Protection Professional Level 4 \$118,626 - \$127,282, Canberra (PN: 20100)

Gazetted: 10 June 2021

Closing Date: 29 June 2021

Details: The CYPP4 Independent Case Conference Chair is responsible for increasing CYPS proficiency in facilitating case conferences. This will be done through working with CYPS Case Managers, children, young people, families and relevant agencies to organise and facilitate Child Protection Case Conferences, as well as case conferences (as part of general case management) where an independent Chair is required.

The role requires compliance with the relevant provisions of the *Children and Young People Act 2008* and other legislation to consider the child protection issues and determine outcomes in the best interests of children and young people.

Eligibility/Other Requirements:

Essential qualifications and experience:

Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline.

At least 5 years practice experience working with children, young people and their carers or families.

Current Driver's Licence

Desirable qualifications and experience:

Diploma or relevant tertiary qualifications in human services or community services is highly desirable.

Additional Information:

Please note, Working with Vulnerable People registration 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.

Educational, suitability and professional qualification checks may be carried out prior to employment.

Notes: This position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk. 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.

How to Apply: Please submit a written response to the Selection Criteria and a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Maria Kanellopoulos (02) 6207 6968 Maria.Kanellopoulos@act.gov.au

Housing ACT

Policy and Business Transformation

Housing and Homelessness Strategy and Policy

Assistant Director

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 41678)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: An exciting opportunity exists to join a multi-disciplinary team delivering housing and homelessness policy within Housing ACT.

The Housing and Homelessness Strategy and Policy team actively contributes to improving outcomes for many different people and households supported by this sector.

If you have experience in the human services sector and enjoy research, analysis, development, implementation and evaluation of cross-cutting policy, we welcome your application for this role.

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.

Notes: 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.

How to Apply: Please limit your responses to 350 words per criterion and include a current curriculum vitae and referee reports.

Applications should be submitted via the Apply Now button below.

Contact Officer: Stephanie Henry (02) 6205 9849 Stephanie.Henry@act.gov.au

Housing ACT

Policy and Business Transformation

Housing and Homelessness Strategy and Policy

Senior Policy Officer

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 35674, several)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: An exciting opportunity exists to join a multi-disciplinary team delivering housing and homelessness policy within Housing ACT. The Housing and Homelessness Strategy and Policy team actively contributes to improving outcomes for many different people and households supported by this sector. If you are interested in the human services sector and want to contribute to research, analysis, development, implementation and evaluation of cross-cutting policy, we would welcome your application for this role.

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.

Notes: There are several temporary positions available for up to 12 months with the possibility of permanency. 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.

How to Apply: Please limit your responses to 350 words per criterion and include a current curriculum vitae and referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Stephanie Henry (02) 6205 9849 Stephanie.Henry@act.gov.au

Children, Youth and Families

Child and Youth Protection Services

Therapeutic Assessor

Child and Youth Protection Professional Level 3 \$103,735 - \$109,018 (up to \$114,160 on achieving a personal upgrade), Canberra (PN: 43999)

Gazetted: 10 June 2021

Closing Date: 27 June 2021

Details: The CYPP3 Therapeutic Assessor position is responsible for providing functional behaviour assessments, positive behaviour support plans, developmental and therapeutic assessments (and reviews) for children and young people in out of home care, expert case practice advice and leadership, support and development of case workers in the integration of theory and practice, and the promotion of a trauma-informed organisation. Please note, this position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

Eligibility/Other Requirements: Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. At least five years' experience in human services fields. Current driver's licence.

Desirable qualifications and experience: High level of experience with Positive Behaviour Support Plans (development, monitoring and review), and in completing functional behaviour assessments. Proven experience in working with people with significant trauma and adversity histories, disability and/or mental illness

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

Educational, suitability and professional qualification checks may be carried out prior to employment.

Note: 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.

How to Apply: All applications should include your written response to selection criteria and resume.

Applications should be submitted via the Apply Now button below.

Contact Officer: Rocio Molina Pico (02) 6207 7393 Rocio.MolinaPico@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Operations

Level 2 Technician, Audio

Senior Technical Level 2 \$66,529, Canberra (PN: 3566)

Gazetted: 10 June 2021

Closing Date: 1 July 2021

Details: The Canberra Theatre Centre is looking for interested applicants to fill the technical departments Level 2 Audio position.

The position requires the operation of the Audio, Audio Visual and Access services. Applicants will need to have proven knowledge and experience in professional performing arts environments.

Duties require applicants to work night and weekend shifts on shows, maintenance of equipment and casual staff supervision.

Eligibility/Other Requirements: A strong understanding of dandb products along with other common touring audio systems are desirable.

Note: This is a temporary position available for up to 12 months with the possibility of permanency.

How to Apply: Please provide a two-page pitch demonstrating your experience and suitability to perform the role and your curriculum vitae. Your pitch should include relevant examples that demonstrate the Selection Criteria.

Contact Officer: Rohan Cutler (02) 6243 5736 rohan.cutler@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

Service Design and Delivery

Student Engagement

NSET

HP2/3 Speech Language Pathologists

Health Professional Level 2/3 \$68,809 - \$102,397 (up to \$107,476 on achieving a personal upgrade), Canberra (PN: 36988, several)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: Speech Language Pathologists -

Better conditions, Better lifestyle – Be a Speech Language Pathologist in Canberra

Work in a strong inter-professional team and with experienced speech pathology colleagues

Highly Valued, Family Friendly, Supportive of Work-Life Balance

Join ACT Education as a Speech Language Pathologist and enjoy a career making a difference within our Education system for students with additional speech, language, communication and/or mealtime needs. We are continuing to build our team and have positions suitable for speech pathologists with a range of years of experience.

Permanent and temporary full and part-time positions are available.

Speech Language Pathologists – Network Student Engagement Teams

As a Speech Language Pathologist in the ACT Education Directorate you will help in developing and delivering teacher training, support programs and best practice adjustments and intervention for students who have a range of learning difficulties and disabilities.

Apart from the improved lifestyle that comes from living in Canberra, the world's most liveable city, your speech pathology career will also benefit from a move to the ACT Education Directorate.

Be part of the continued growth of Allied Health School Support Services

Our Directorates' Allied Health Team (including speech pathologists, occupational therapists, physiotherapists, psychologists and social workers) has continued to grow over recent years which shows how much our work is valued by our school communities and our Directorate.

The ACT has a landmark strategic plan for the next decade in ACT Education and we'd like you to be a part of it. We call it the *Future of Education* and at its core are the following key principles:

Recognising that our allied health professionals' partner with teachers, school leaders and families in order to reorientate schools as multi-service environments.

Supports for learning and wellbeing are available and provided to students.

Empowering professionals, teachers and school leaders to meet the learning needs of all students

Be rewarded now and into your future

The current Health Professionals Enterprise Agreement continues to support speech pathologists in providing high-quality services in our Education Directorate. The Agreement includes a range of excellent work and leave conditions including flex time arrangements and attractive remuneration.

Outside of the school support role there are even more benefits to moving your speech pathology career to Canberra.

2.7 % salary increase over the remainder of the current EA

Employer superannuation contributions of 11.5 %

An additional employer superannuation contribution of a further 1% when you contribute 3% or more

Availability of additional purchased leave and other salary sacrifice options

Flexible working arrangements to suit personal circumstances, for example, flexible start and finish times

Annual leave loading of 17.5% of your hourly rate for annual leave accrued

18 weeks paid birth leave for eligible employees

Even more benefits to working for us

With Canberra being one of the fastest growing areas in Australia the ACT needs more speech language pathologists now and into the future. This growth presents more opportunities to speech language pathologists within our unique Directorate:

Within the ACT Education Directorate, there are other career and promotion opportunities for Speech Language Pathologists without needing to move outside the Directorate to find them. For example, at level and senior school-based roles as well as senior roles in other work areas e.g. complex case management.

Negotiate your hours and days of work

You can use school holiday periods for flex, leave, all important caseload catchup time, for connecting with the wider allied health team and for professional learning.

You can drive from one end of town to the other in 40 minutes.

Canberra is 90 minutes from the snow, 90 minutes to the Coast, a 3-hour drive to Sydney and a short flight to most eastern seaboard and southern major capital cities.

Relocation expenses can be considered for successful applicants

Flexibility During Uncertain Times

Interview appointments are flexible and can be conducted virtually

Your commencement date can be negotiated to account for border restrictions or relocation timelines

Eligibility/Other Requirements:

Qualifications and demonstrated experience as a speech pathologist working with students with disability, learning difficulties, complex needs and/or trauma background. If you are an early career Speech Pathologist these opportunities may also interest you as we have opportunities for you to tailor and monitor programs run by Allied Health Assistants, to conduct direct therapy with our highest priority students and to develop your areas of interest through mentoring and support from experienced SLPs.

Demonstrated ability to develop and implement inclusive and evidence-based speech, language, communication and/or mealtime supports to engage and improve educational outcomes for a diverse range of students.

Proven capacity to work as part of a team and the ability to use own initiative and to work independently.

Consistently model and demonstrate the ACT Government Respect, Equity and Diversity Framework and lead safe work practices that are in accordance with Cultural Integrity and the Directorate's Work Health and Safety policies, procedures and roles and responsibilities.

Notes: These are temporary positions available immediately for six months with the possibility of extension and/or permanency.

How to apply: Please submit a response to the selection criteria (max four pages), current curriculum vitae and details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Tania Piper (02) 6205 4869 Tania.Piper@act.gov.au

Calwell High School

Disability Educator/Support Teacher

Classroom Teacher \$73,246 - \$109,641, Canberra (PN: 10904)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: Calwell High School is seeking a permanent Disability Educator/Support Teacher to teach in our learning support unit.

This position requires an enthusiastic innovative flexible teacher who is passionate about working with children with support needs in a main stream setting. The successful teacher will:

Demonstrate the ability to develop and implement inclusive and effective teaching and learning strategies to engage and improve educational outcomes for a diverse range of students.

Have a proven capacity to work as part of a team and the ability to use own initiative and to work independently.

Consistently model and demonstrate the ACT Government Respect, Equity and Diversity Framework and safe work practices that are in accordance with Cultural Integrity and the Directorate's Work Health and Safety policies, procedures, roles and responsibilities

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.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applicants are to provide a curriculum vitae and a two page statement of claims based on the Australian Professional Standards for Teachers.

Applications should be submitted via the Apply Now button below.

Contact Officer: Megan Altenburg (02) 6205 6833 Megan.Altensburg@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.

Calwell High School

HaSS Teacher

Classroom Teacher \$73,246 - \$109,641, Canberra (PN: 06428)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: Calwell High School is seeking a permanent teacher to deliver HaSS, supporting a diverse student cohort in a comprehensive high school setting.

This position requires an enthusiastic innovative flexible teacher who is passionate about working with children with support needs in a main stream setting. The successful teacher will:

Demonstrate the ability to develop and implement inclusive and effective teaching and learning strategies to engage and improve educational outcomes for a diverse range of students.

Have a proven capacity to work as part of a team and the ability to use own initiative and to work independently.

Consistently model and demonstrate the ACT Government Respect, Equity and Diversity Framework and safe work practices that are in accordance with Cultural Integrity and the Directorate's Work Health and Safety policies, procedures, roles and responsibilities

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.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applicants are to provide a curriculum vitae and a two page statement of claims based on the Australian Professional Standards for Teachers.

Applications should be submitted via the Apply Now button below.

Contact Officer: Megan Altenburg (02) 6205 6833 Megan.Altensburg@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 Improvements

North Canberra Gungahlin

Margaret Hendry School

Executive Assistant/Administrative Officer

Administrative Services Officer Class 4 \$74,237 - \$80,381, Canberra (PN: 52152)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: Margaret Hendry School is a fast-growing P-6 school in Gungahlin and is seeking a highly motivated and experienced Executive Assistant to the Principal and Administration Officer. The successful applicant will undertake a variety of executive support responsibilities for the Principal inclusive of calendar and email management, correspondence development, documenting meeting minutes and organization of electronic files, preparation of materials prior/post meetings and creating a warm and inviting atmosphere for community and staff who enter our learning community. In this position the applicant will need the ability to develop, implement and maintain processes that contribute to the efficient and effective management of the school. The successful applicant will also support the Business Manager in day-to-day activities, undertake secretariat duties in our front office, prepare and publish public communications, assist in the management of school events, and support the whole-school administrative function.

Eligibility/Other Requirements:

Mandatory

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.

Highly Desirable

Knowledge of school operations.

Current First Aid Certificate.

Note: This is a temporary position available from 12 July 2021 up until 17 December 2021 with the possibility of permanency. Selection may be based on application and referee reports only.

How to Apply: If you are interested in this exciting position you can submit a maximum two-page application demonstrating your suitability against the Key Responsibilities and Selection Criteria, for this role outlined in the Position Description. Please provide a current curriculum vitae including two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Ann-Marie Pesticcio (02) 6142 2800 ann-marie.pesticcio@ed.act.edu.au

Service Design and Delivery

School Psychologist

School Psychologist \$83,646 - \$120,042, Canberra (PN: 08602, several)

Gazetted: 15 June 2021

Closing Date: 19 July 2021

Details: Are you a psychologist who is passionate about seeing children and young people thrive? ACT Education is seeking applicants for several permanent School Psychologist positions with an immediate start. Our School Psychologists work with students, their families and teachers to identify and address barriers to learning and mental wellbeing. In this role you will:

Conduct assessments in learning, social, emotional and behavioural domains and communicate assessment results and recommendations to parents or carers, teachers and relevant professionals.

Consult with parents or carers, teachers, school executive, external agencies and other members of the school community about interventions, services and support for students.

Identify and assess mental health issues and provide follow up support or refer to other mental health services.

Provide psychological intervention for a range of issues affecting children and young people and where appropriate their parents or carers.

Assist in the design and evaluation of effective prevention, early intervention and support programs for individuals, groups and school populations.

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:

Prior to commencing in this role applicants require:

Current full general registration as a psychologist with the Psychology Board of Australia.

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

It is highly desirable applicants hold a current Australian drivers' licence.

Notes: A merit pool will be established from this selection process and may be used to fill identical vacancies on a permanent or temporary basis over the next 12 months. These positions are under the *ACT Public Sector Education Directorate (Teaching Staff) Enterprise Agreement 2018-2022* and as such, a 12-month probation period will apply to applicants who are not existing ACTPS permanent employees. For interstate applicants, who are offered a permanent position, support towards relocation costs will be considered.

How to Apply: In your application, please provide statements addressing the Selection Criteria (listed in the Position Description) in no more than five pages. Also include a current curriculum vitae and copy of your Psychology Board of Australia Certificate of Registration and Working with Vulnerable People Check.

Applications should be submitted via the Apply Now button below.

Contact Officer: Joan Webb (02) 6205 9555 EDUClinicalPractice@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.

School Improvement

North Gungahlin Network

Harrison School

Executive Principal

School Leader A 3 \$194,304, Canberra (PN: 11098)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: Harrison School is located in the Gungahlin area of northern Canberra, ACT. The school opened in 2008 and caters for students in Preschool to Year 10 School and is the second largest public school in the ACT. In the last five years the school has grown from 1300 students to over 1900, with staff numbers growing from 140 to over 180. A strength of the school is its diverse population, with a large number of students coming from language backgrounds other than English, a large number of Australian Defence Force families, a considerable number of students with additional learning needs and approximately 2.5% of the student population identify as Aboriginal or Torres Strait Islander.

Harrison School is inclusive for all students, offering a variety of learning spaces and accessible buildings. The school provides a positive, inclusive and engaging environment which inspires learners to achieve their potential as productive members of the wider community. There is a strong focus on student centred approaches and flexible pathways for student learning. The school offers specialist programs in Music (band Year 5-10), Performing and Creative Arts, IT and Robotics, Food Technology, Languages and Horticulture.

As part of the Australian Capital Territory's school improvement approach, public schools and colleges are required to participate in an External School Review every five years. This was completed in 2017 and informed the School's strategic plan: 2018-2022. Harrison School identified four strategic priorities as part of their strategic plan which are:

- strengthen the induction and professional learning program to support the 'Harrison Way' in our P-10 school

- build teacher capacity and confidence in implementing the Australian Curriculum

- build student voice across P-10

- strengthen the positive culture for all members of the school community.

These priorities inform the school's Annual Action Plans and current School Improvement Plan and are available on the school website in addition to the Annual School Board Reports.

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 are to provide a curriculum vitae, statement of claims based on the leadership capabilities outlined in the application package (maximum five pages) and two referees. Applicants are encouraged to make contact with the Contact Officer.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kris Willis (02) 6205 3491 Kris.Willis@act.gov.au

School Performance and Improvement

South and Weston

Canberra College

Physics (Years 11-12)

Classroom Teacher \$73,246 - \$109,641, Canberra (PN: 08640)

Gazetted: 11 June 2021

Closing Date: 18 June 2021

Details: Canberra College is seeking a highly motivated, dynamic, and innovative classroom teacher of Physics. Applicants must be suitably qualified to teach Physics and might also be required to teach Mathematics.

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:

Demonstrate best pedagogical practice approaches, collaborative teaching and learning, and an ability to engage a diverse range of students from various backgrounds.

have proven capacity to work as part of a team, ability to use own initiative and to work independently when necessary.

work with the Science, Health and Physical Education faculty to develop and enhance processes and programs to advance the engagement and connectedness of students to the college community.

participate in the Professional Learning Community program, advancing the effectiveness of teaching practice to enhance student learning.

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 substantive position with a 100% load. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Current and former ADF members are encouraged to apply.

How to Apply: Applicants are to provide a curriculum vitae and a two page statement of claims based on the Australian Professional Standards for Teachers.

Your two-page statement does not need to address each individual standard above, but the general approach typified by the professional practices should be reflected in your response. Provide examples of your past experiences with an emphasis on the results achieved, relating your prior experiences and performance to your potential for achieving outcomes in this position.

Applications should be submitted via the Apply Now button below.

Contact Officer: Viktor Halas (02) 6142 3288 viktor.halas@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.

System Policy and Reform

Strategic Policy

Education Strategy

Implementation Support Officer

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 41252)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: The Strategic Policy branch are looking for a skilled and innovative Implementation Support Officer to support the ongoing work of the Future of Education project within the Education Strategy Team. As part of this team, you will:

As part of a small and dynamic team, support whole of directorate embedding and communication of the *Future of Education Strategy* and directorate's *Strategic Plan 2018-21: A Leading Learning Organisation*.

Support the delivery of resources, tools and methods that support integrated delivery of outcomes.

Support collaboration and partnerships, through provision of logistical supports and coordination.

Support the delivery of co-design and action learning approaches to support continuous improvement across the directorate.

Proactively manage relationships with diverse stakeholders, including directorate executives, project teams and schools.

Coordinate input into comprehensive reports and prepare routine communications to Ministerial and executive audiences.

Represent the directorate in internal forums and liaise with partners and stakeholders if required.

Eligibility/Other Requirements:

Selection Criteria

Demonstration of respectful behaviour in the work place, for example through high level customer services principles, fostering safe and inclusive environments, commitment to equity and diversity, and participative management principles.

Commitment to integrity, accountability and transparency, including a focus on reflective practice and continuous learning.

Well-developed skills in collaboration and partnership development, including proactive and supportive relationship management practices, representation skills and capacity to engage a wide range of people. Well-developed skills in innovation, strategic thinking, conceptual and analytic skills, including the ability to represent information visually and to a range of audiences. Well-developed communication skills, including written and verbal, a strong understanding of government and directorate processes, and commitment to occupational health and safety.

Desirable:

Experience in co-design and action learning approaches.
Understanding of ACT Education Directorate processes and/or the education system.

Notes: This is a temporary position available for 12 months with the possibility of permanency. Strategic Policy employees utilise Home-Based Work to varying degrees. Officers are fully supported to meet their needs in setting up a home-based office environment. Most officers work from home three days per week subject to negotiation and working requirements. This position is under Activity-Based Work (ABW) arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit up to two pages responding to the Selection Criteria, a current curriculum vitae and the details of at least two recent referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Leanne Ballard (02) 6205 2912 Leanne.Ballard@act.gov.au

Office for Schools

Belconnen Network

Miles Franklin Primary School

Deputy Principal

School Leader B \$147,337, Canberra (PN: 39212)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: Miles Franklin Primary School is seeking an enthusiastic and outstanding Deputy Principal to join us in supporting children to become active, lifelong learners who love to inquire, have a strong sense of international-mindedness and agency, and exhibit the attributes of the International Baccalaureate (IB) Learner Profile. As an authorised IB World School delivering the Primary Years Programme (PYP), and as the role includes the specific responsibility of being the school's IB Coordinator, experience and/or a strong commitment to working in an IB school will be looked upon favourably. Due to our staffing profile, early childhood qualifications will also be beneficial.

There are collaborative responsibilities for:

Ensuring the standards, practices and philosophy of the IB are upheld.
Improving literacy and numeracy outcomes for children.
Improving social and emotional learning outcomes for children.
Leading the management of the school.

Specific responsibilities:

IB Coordinator.

DECO.

Team Leader (currently of the Preschool and Kindergarten teams but is negotiable).

Deputising for the Principal.

Building staff capacity.

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 are to provide a curriculum vitae, statement of claims based on the leadership capabilities outlined in the application package (maximum five pages) and two referees.

Applications should be submitted via the Apply Now button below.

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 Improvement

Alfred Deakin High

Administration and Excursions Officer

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: 52209)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: Are you looking for a varied and rewarding role in a dynamic setting? What better place to work than one of our ACT public schools where you can play a vital role in supporting the school community.

The Administration and Excursions Officer will play a critical role in supporting the efficient and effective operation of the School Support Team in meeting the school's operational requirements. In a high-paced and dynamic school environment, the Administration and Excursions Officer will work closely with the Business Manager, Principal, and other key staff to deliver high quality administrative services and meet educational objectives.

Responsibilities include a range of general administrative services for the school to support teaching staff, parents/carers, and students. You will be required to work with the Business Manager and Executive teachers to coordinate both incursions and excursions. This may include, costing, note preparation and excursion policy advice. You will communicate and liaise with staff, parents/ carers, students, and the community to resolve enquiries; provide appropriate information and sound advice.

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

Desirable: A First Aid Certificate or a willingness to undertake appropriate training. Experience in a school business-related role. Strong Knowledge of Education excursion policies and procedures.

Notes: A merit pool 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.

How to Apply: Please submit your response of no more than two pages addressing the Selection Criteria, together with your curriculum vitae and names of two referees before the closing date. Please provide evidence of your suitability for the role by including examples that clearly demonstrate your relevant Skills, Knowledge and Behavioural capabilities as required.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jodi Wilson (02)614 23888 Jodi.Wilson@ed.act.edu.au

School Improvement

Alfred Deakin High

Administration and Receipting Officer

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: 52210)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: Are you looking for a varied and rewarding role in a dynamic setting? What better place to work than one of our ACT public schools where you can play a vital role in supporting the school community.

The Administration and Receipting Officer will play a critical role in supporting the efficient and effective operation of the School Support Team in meeting the school's operational requirements. In a high-paced and dynamic school environment, the Administration and Receipting Officer will work closely with the Business Manager, Principal, and other key staff to deliver high quality administrative services and meet educational objectives.

Responsibilities include a range of general administrative services for the school to support teaching staff, parents/carers, and students. You will be required to examine and determine complex claims for payment and take follow-up action on outstanding claims and invoices. You will be required to communicate and liaise with staff, parents/ carers, students, and the community to resolve enquiries; provide appropriate information and sound advice.

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

Desirable:

A First Aid Certificate or a willingness to undertake appropriate training. Experience in a school business-related role. Strong knowledge of Xero Financial accounting system and ACT PS Financial Framework.

Notes: A merit pool 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.

How to Apply: Please submit your response of no more than two pages addressing the Selection Criteria, together with your curriculum vitae and names of two referees before the closing date. Please provide evidence of your suitability for the role by including examples that clearly demonstrate your relevant Skills, Knowledge and Behavioural capabilities as required.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jodi Wilson (02) 614 23888 Jodi.Wilson@ed.act.edu.au

School Performance and Improvement

Belconnen Network

Evatt Primary School

Administrative Assistant

School Assistant 3 \$56,858 - \$61,194, Canberra (PN: 39934)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: Evatt Primary is P-6 School with an enrolment of approx. 350 students.

At Evatt Primary School we are committed to working with parents as partners in learning to ensure that all students succeed. We are committed to the holistic development of every child - socially, emotionally, academically, culturally and physically. As a professional learning community, we work collaboratively to ensure all students achieve their learning potential and enjoy coming to school to learn, share, celebrate and have fun. The Administrative Assistant position is a critical role in promoting and upholding our school vision.

Education is of strategic importance to Canberra and our schools and School Support Officers play a vital role in building the national capital's social and economic future. To ensure that ACT public schools remain among the best in Australia, we employ only officers of the highest quality. You can be assured that in your role you will be highly valued by the schools and community.

Eligibility/Other Requirements: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* must be obtained. 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.

How to Apply: The online application form requires a written response and a resume/CV and referee report to be provided as a minimum.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jamal See (02) 6142 1641 jamal.see@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

Office of the Director-General

Engagement and Executive Support

Government Services

Director, Government Business

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 43127, expected vacancy)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: Have you always enjoyed having a 'helicopter view' of an organisation? Liaising with Executives, Ministers' Offices and action officers daily? Providing solutions with your process knowledge to help others work better, faster, smarter? If you are a calm and confident operator who is not fazed by a portfolio that spans multiple ministers, an unruly inbox or a phone which rings hot, we want to hear from you.

The Environment, Planning and Sustainable Development Directorate's (EPSDD) portfolio responsibilities are diverse, dynamic and numerous. EPSDD relies on its Government Services team for expert administrative advice to get the job done. We are a dedicated, hard-working team committed to supporting EPSDD staff to deliver business objectives through effective and timely Cabinet, Assembly and Ministerial programs. EPSDD values ongoing learning and will support you to grow your career.

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:

An understanding of the ACT Government and its operations is highly desirable.

Experience with Objective records management system is highly desirable.

Notes: This is an expected vacancy. A merit pool will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position is in a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers do not have a designated workstation/desk. Selection may be based on applications and referee reports only.

How to Apply: We want to know why you are the best person for the role. In two pages, tell us your skills, knowledge and relevant work examples in relation to the Selection Criteria. You should also include a current curriculum vitae and names of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Lisa Sampson (02) 6207 1667 Lisa.Sampson@act.gov.au

Environment, Heritage and Water

Parks and Conservation Service

National Parks and Catchments/Bushfire Recovery

Program Manager - Bushfire Recovery

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 50060)

Gazetted: 15 June 2021

Closing Date: 22 June 2021

Details: The January 2020 bushfires and subsequent floods impacted most of Namadgi National Park and parts of Tidbinbilla Nature Reserve. The ACT Parks and Conservation Service is looking for a person with experience in secretariat roles, and project or program management and an understanding of national parks and the natural environment. The successful applicant will be responsible for overseeing the implementation of the ACT's Bushfire and Flood Recovery Plan and recommendations from the Rapid Risk Assessment - Team Report. The successful applicant will coordinate and manage a suite of projects designed to replace and improve that Parks infrastructure, address environmental issues and work with the Ngannawal community to implement on-country programs and remedial works. The position will liaise with key stakeholders and the Program Control Group.

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.

Notes: This is a temporary position available until 31 December 2023. Selection may be based on application and referee reports only. This position may be located in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Peter Cotsell 0448 228 489 Peter.Cotsell@act.gov.au

Suburban Land Agency

Finance Valuations and Digital Solutions

Digital Solutions

Director, Digital Solutions

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 49760)

Gazetted: 10 June 2021

Closing Date: 17 June 2021

Details: Applications are sought from potential candidates for the position of Director, Digital Solutions at the Suburban Land Agency (the Agency). This position sits within Digital Solutions team, part of the Finance, Systems and Valuations Branch. The team aims to be a centre of excellence and enthusiasm for digital transformation and this position will lead the implementation of projects and strategies to achieve this.

To succeed in this position you will bring experience in managing and leading teams, and in particular digital transformation and ICT projects. You will be able to analyse and evaluate business requirements and develop digital solutions to meet business needs.

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.

Applications should be submitted via the Apply Now button below.

Contact Officer: Tim Kreukniet (02) 6205 1571 Tim.Kreukniet@act.gov.au

Office of the Director-General

Engagement and Executive Support

Government Services

Senior Director - Government Services

Senior Officer Grade A \$153,041, Canberra (PN: 38652)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: Do you like a challenge and want to be a key part of a high performing team who work to support the shaping of Canberra's future? If you know your AA's from your TBL's, then this opportunity is for you!

The Environment, Planning and Sustainable Development Directorate's (EPSDD) portfolio responsibilities are diverse, dynamic and numerous. EPSDD relies on its Government Services team for expert administrative advice to get the job done. We are a dedicated, hard-working team committed to supporting EPSDD staff to deliver business objectives through effective and timely Cabinet, Assembly and Ministerial programs. The Senior Director is responsible for leading liaison across the ACT Government including Ministers' Offices and ACT Government Directorates. EPSDD values ongoing learning and will support you to grow your career.

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:

Highly Desirable:

An understanding of the ACT Government and its operations is highly desirable.

Experience with Objective records management system is highly desirable.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. This position is in a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers do not have a designated workstation/desk.

How to Apply: Applications must include a copy of a current resumé, and a pitch of no more than two pages outlining your skills, knowledge and experience and why you should be considered for this role. You must address the Selection Criteria and where possible, include specific relevant examples of your work when drafting your response.

Applications should be submitted via the Apply Now button below.

Contact Officer: Karen Wilden (02) 6207 6196 Karen.Wilden@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

Senior Education Officer - Community

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 51358)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: A challenging and genuinely rewarding career opportunity has emerged within ACT Corrective Services (ACTCS) for a highly motivated, values-driven professional to join the Justice Housing Program Unit within Offender Reintegration, as a Senior Education Officer (ASO6).

The successful applicant will provide a range of support, coordination and planning services for individuals released from the Alexander Maconochie Centre (AMC) and serving Community Based Orders. You will be responsible for supporting the individual's vocational pathways through liaison with the AMC and Community Corrections and through providing linkages and supports with recognised education and training providers. In addition, you will work closely with ACTCS Employment Specialist staff and the AMC Senior Education Officer to create employment pathways for people with high and complex needs in community.

To be successful in this role, you will be able to work collaboratively, demonstrate experience in the coordination of operational service delivery and possess sound interpersonal, organisational and communication skills necessary to build rapport with a diverse range of stakeholders, including detainees at the AMC.

Eligibility/Other Requirements:

A tertiary qualification in education, social sciences or criminal justice is desirable.

Demonstrated knowledge and experience working with individuals from a correctional environment (desirable).

The successful candidate will be required to undergo a criminal history check and a pre-employment medical.

Current Drivers Licence.

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 is a temporary position is available for six months, with the possibility of extension up to 12 months.

How to Apply: To apply, applicants are required to submit three items: (1) A one to three page written response addressing the professional/technical skills and knowledge and behavioural capabilities, having regard for the job requirements; (2) a current curriculum vitae with the names and contact details of two referees (one should be a current Supervisor/Manager); and (3) a copy of their current driver's licence. Please ensure you submit all required items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kim Heidke (02) 6207 9837 kim.heidke@act.gov.au

Corporate

Coordination and Policy Officer

Administrative Services Officer Class 5 \$82,506 - \$87,331, Canberra (PN: 40756)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: The Governance and Business Improvement Branch is seeking applications from enthusiastic and intellectually curious individuals to undertake the role of Coordination and Policy Officer for the Justice and Community Safety Directorate. The successful applicant will coordinate whole of Directorate responses to request for input on ACT Government reporting requirements and seek appropriate clearances. The role also works closely with the Team Leader, Policy to maintain and update the Directorate's Policy Framework. To be successful in this role, you must be able to identify and engage with relevant stakeholders and apply your analytical skills and sound judgment to prepare quality written advice for the senior executive.

How to Apply: Please submit a one to two page pitch demonstrating your Professional/ Technical Skills and Knowledge and Behavioural Capabilities, current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Lauren Callow (02) 6213 0762 Lauren.Callow@act.gov.au

ACT Corrective Services

Custodial Operations

Detainee Services

Senior Education Officer

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 51362)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: A career opportunity has arisen within ACT Corrective Services (ACTCS) for an experienced and highly motivated person to fill the position of Senior Education Officer (ASO6) within Detainee Services. This position is located at the Alexander Maconochie Centre (AMC) in Hume.

The successful applicant will provide a range of support, coordination and planning services for detainees engaging in Vocational Education and Training (VET) and distance education, managing education providers to deliver services and resolving service delivery issues where required.

In addition, develop, implement and manage local prison processes to maximise opportunities for detainee participation in VET and establish and coordinate reporting processes to be used for analysing data and preparing relevant reports and briefings.

Further to this, you will coordinate the implementation of a variety of programs, to be delivered by Higher Education, to ensure positive outcomes for detainees, AMC and the Community.

To be successful in the role, you will be able to work collaboratively, demonstrate experience in the coordination of operational service delivery and possess sound interpersonal, organisational and communication skills necessary to build rapport with a diverse range of stakeholders, including detainees at the AMC.

Eligibility/Other Requirements:

A tertiary qualification in education, social sciences or criminal justice is desirable.

Demonstrated knowledge and experience within a correctional services environment is desirable.

The successful candidate will be required to undergo a criminal history check and a pre-employment medical. Current drivers licence.

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 is a temporary position available for six months, with the possibility of extension up to 12 months.

How to Apply: To apply, applicants are required to submit three items: (1) A one to three page written response addressing the Professional/Technical Skills and Knowledge and Behavioural Capabilities, having regard for the job requirements; (2) a current curriculum vitae with the names and contact details of two referees (one should be a current Supervisor/Manager); and (3) a copy of their current driver's licence. Please ensure you submit all required items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Natalie Adams (02) 6207 0259 natalie.adams@act.gov.au

ACT Courts and Tribunal

Corporate and Strategic Services

Property and Contracts

Senior Director Property and Contracts

Senior Officer Grade A \$153,041, Canberra (PN: 49629)

Gazetted: 16 June 2021

Closing Date: 23 June 2021

Details: This position offers an exciting opportunity for an enthusiastic and competent individual to work in the ACT Courts and Tribunal in the management of a Public, Private Partnership facilities agreement for the Courts and facilities management for 2 other sites - the ACT Civil and Administrative Tribunal (ACAT) and Forensic Medicine Centre. ACAT will also be relocating to new premises in the near future and this position will play a dominant role in ensuring the facilitation and coordination between ACAT's requirements and the build are aligned. The role requires resilience, contract and stakeholder management experience to a high level.

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: Hold a current CMTEDD issued Personnel Vetting Program certificate/clearance or ability to obtain and maintain a certificate is mandatory. You will also need to meet ACTPS Eligibility requirements found here <https://www.jobs.act.gov.au/how-we-hire/eligibility-to-apply>.

Notes: This is a temporary position available from 1 July 2021 until 31 December 2021. 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.

How to Apply: Your application needs to address the Selection Criteria in the Position Description in less than three pages and be accompanied by your curriculum vitae with two identified referees, one of which is preferably your current supervisor. All queries for the position should be emailed to the Contact Officer.

Applications should be submitted via the Apply Now button below.

Contact Officer: Yew Ho (02) 6207 5821 Yew.Ho@courts.act.gov.au

ACT Emergency Services Agency

ACT Rural Fire Services

Operations

Director Operations

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 41600)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: The Rural Fire Service is seeking an experienced and motivated Director -Operations. This team is primarily responsible for capability planning, preparedness and fire response in rural areas of the ACT, through management and coordination of resources. Contributing to the delivery of the Strategic Bushfire Management Plan is a key role of the position. You will be a strategic negotiator and communicator that builds and maintains effective stakeholder relations across all levels within Government. This includes collaborating across ACT Government Directorates regarding bushfire management, reporting to the Bushfire Council, and adherence to doctrine in the delivery of the Actions. Leading organisational change management programs, the preparation of complex correspondence, reports and briefing material and representation of the ACTRFS at local and National forums and committees, are significant components of the role.

To be successful in the role, the Director - Operations, will need to be highly organised with experience in leading diverse and complex teams, including engaging with volunteers to achieve core priorities. Experience in the development of business plans, project management and achievement of Service Standards and objectives is also necessary for success in this role. The successful candidate will be self-motivated, responding efficiently to business needs with initiative. He or she will demonstrate sound judgement, professionalism, and adhere to tight timeframes particularly in times of critical response. Consultation with the ACTRFS volunteer membership outside normal business hours is a requirement of the role, as is interaction across the broader ACT Government.

Eligibility/Other Requirements:

Background and Security clearance checks will be conducted including National Police Records Check.

Relevant tertiary qualifications are highly desirable.

A strong working knowledge of the Australasian Inter-agency Incident Management System (AIIMS) is highly desirable.

Qualifications or the ability to gain qualifications to perform roles within a Level 2 or Level 3 Incident Management Team is desirable.

Minimum C Class driver's licence is essential.

This position requires a pre-employment medical for all new employees. The ACTRFS also requires the successful applicant to undertake an annual fitness test for fireground access.

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.

Notes: 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.

How to Apply: Applicants are required to submit a response of no more than two pages addressing the position capabilities under "What you Require", together with your curriculum vitae and the contact details of at least two referees. See the attached Position Description for further information about the role.

Proof of driving licence and Working with Vulnerable People Registration will also be required prior to commencement in the role.

It is recommended that you make contact with the Contact Officer to discuss the role and its responsibilities prior to submitting your application.

Applications should be submitted via the Apply Now button below.

Contact Officer: Rohan ScottRFS (02) 6205 0544 Rohan.ScottRFS@act.gov.au

Emergency Services Agency

ACT Ambulance Service

Transformation and Capability Development

Manager Transformation and Capability Development

Ambulance Manager Level 2 \$138,163 - \$145,516, Canberra (PN: 23907)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: Are you focused on continuous improvement with an eye for detail and willingness to lead change? Do you have experience working within an ambulance service and the drive to improve the service for both employees and members of the public? The ACT Ambulance Service (ACTAS) is searching for a Manager, Transformation and Capability Development to work under the broad direction of the Senior Director, Transformation and Capability Development. You will be an agile and flexible champion of change to assist senior ACT Emergency Services Agency Executives navigate and improve organisational performance. Whilst delivering specific outcomes to ACTAS, you will also make time to consider “over the horizon” issues for ACTAS and be open and willing to discuss them within the team. You will also be required to constantly engage with employees, members of the public and industry stakeholders to implement your transformation and capability plans.

Eligibility/Other Requirements:

Tertiary qualifications in paramedicine medicine will be highly regarded.

Current registration with Australian Health Practitioner Regulation Agency (AHPRA).

C class driver's licence is essential.

How to Apply: Applicants should submit a response of no more than two-pages addressing the Position Capabilities, together with your tailored curriculum vitae and the contact details of at least two referees. See the attached Position Description for further information about the role.

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

Applications should be submitted via the Apply Now button below.

Contact Officer: Christopher Bowyer (02) 6207 8176 christopher.bowyer@act.gov.au

Corporate

ICT Capital Works and Infrastructure

Project Support Officer

Administrative Services Officer Class 3 \$66,867 - \$71,963, Canberra (PN: 49535, several)

Gazetted: 15 June 2021

Closing Date: 22 June 2021

Details: ICT Capital Works and Infrastructure are seeking motivated and enthusiastic people to fill roles as Project Support Officers.

Projects Support Officers are responsible for supporting and coordinating infrastructure projects, environmental projects and building compliance works. It is expected Projects Support Officers will have knowledge and/or skills in one or more of the following areas: environmental studies, project management, building or facility management, stakeholder management, communication and team skills.

The Project Support Officer will have knowledge in ACT procurement policy and Work Health and Safety (WHS) and be self-motivated, responsive and show initiative.

They will also have sound judgement, professional resilience and personal drive. The Projects Support Officer will have the ability to think on their feet and the ability to work effectively under pressure and within time deadlines to deliver works that align with budget outputs. The Projects Support Officer will be agile and responsible and will contributor to a high performing team.

Eligibility/Other Requirements: Skills in One Note, TRIM records management and computer aided design packages is highly desirable.

Note: These are temporary positions available for six months with a possibility of extension up to 12 months or permanency. 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. This position is designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Please provide a one to two page written response addressing the Professional/Technical Skills and Knowledge and Behavioural Capabilities outlined in the position description. Please also include curriculum vitae and the contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Peter Krupka (02) 6207 1504 peter.krupka@act.gov.au

ACT Emergency Services Agency

E000 Communications Centre (ComCen)

Emergency (E000) Technical Officer - ACT Emergency Services Agency

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 19771)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: Are you an information technology guru with a willingness to work in a fast paced, time critical communications environment? The ACT Emergency Services Agency is seeking a technical officer who will perform the monthly audits of our E000 Communications Centre IT applications, identify emerging trends and organisational risks and/or possible issues as well as identify and report any adverse IT events.

You will also work with external and internal stakeholders to progress technology in the E000 communications space and represent the ESA on several communications technical working groups.

Eligibility/Other Requirements:

Experience within an operational emergency response environment would be an advantage.

Note: This is a temporary position available immediately for six months with a possibility of extension up to 12 months. 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.

How to Apply: Applicants should submit a response of no more than two-pages addressing the position capabilities, together with your tailored curriculum vitae and the contact details of at least two referees. See the attached Position Description for further information about the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Paul Perusic (02) 6207 7126 paul.perusic@act.gov.au

Emergency Services Agency

Risk and Planning

Spatial Services

Spatial Capability Systems Administrator

Senior Information Technology Officer Grade C \$111,887 - \$120,436, Canberra (PN: 37987)

Gazetted: 10 June 2021

Closing Date: 28 June 2021

Details: ACT Emergency Services Agency (ESA) is seeking a highly motivated Spatial Capability Administrator to join its Spatial Services team. This is a rare, exciting and rewarding opportunity for potential applicants who strive to apply high level Geographic Information systems skills to front line emergency workers and the ACT community.

The position is central to the administration of the ESA's contemporary server platforms for the delivery of centralised spatial intelligence capabilities. The role ensures continuity of spatial platforms while always pursuing modernisation to keep the ACT Emergency Services at the cutting edge of its Spatial practices. The holder will assist with solution design, ongoing development, training, and operational use of all software systems within the Spatial Services team. As part of a team, the position also performs operational activities in support of emergency operations.

Eligibility/Other Requirements:

Demonstrated experience in analysis and data manipulation in Geographic Information System (GIS)/Spatial Information Services and solutions.

Experience working in an emergency services or high pressure environment would be an advantage.

High level experience in through life management and administration of Spatial and data Information and Communication Technology (ICT) systems, system architecture, project management, change process, use and management of code repository's such as GitHub.

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.

A Diploma, Advanced Diploma or qualifications relevant to the role are highly desirable.

Notes: 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.

How to Apply: Please provide a written application that addresses the requirements of the position in a two-page pitch, along with your curriculum vitae, two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Steve Forbes (02) 6205 5235 Steve.Forbes@act.gov.au

ACT Corrective Services

Operational Support

Policy and Risk Management

Senior Policy Officer

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 47896)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: ACT Corrective Services (ACTCS) is seeking applications from an experienced and highly motivated person to fill the position of Senior Policy Officer (ASO6) with the Policy and Risk Management team.

The successful applicant will be responsible for developing strategic and operational policy, framework and other related documents in partnership with internal and external stakeholders.

In addition to this, you will also review and enhance policies, procedures and/or legislation through consultation with stakeholders and undertake external research for the identification of best practice related to policy.

In this role, you will be required to contribute to briefs, reports, correspondence, speeches and other vehicles of policy advice on policy issues, the application and interpretation of relevant legislation and recommendations relating to policy.

To be successful in the role, you will be able to demonstrate strong communication and organisational skills, coupled with a strategic and solution-oriented approach. You will need to be self-motivated, respond quickly to changing priorities and show initiative, sound judgement and an ability to adhere to tight timeframes.

Eligibility/Other Requirements

Relevant qualifications in law or social sciences, or prior experience in human services policy development, would be an advantage.

The successful candidate will be required to undergo a criminal record check.

Driver's license is essential.

The successful candidate will be required to undergo a medical check.

How to Apply: Applicants are required to submit three items: (1) one to three page written response addressing the professional/technical skills and knowledge, behavioural capabilities, having regard for the job requirements; (2) a current curriculum vitae with the names and contact details of two referees (one should be a current Supervisor/Manager); and (3) a copy of your current driver's licence. Please ensure you submit all three items.

Applications should be submitted via the Apply Now button below

Contact Officer: Simon Viereck (02) 6205 4396 Simon.Viereck@act.gov.au

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

Program Solutions

Director, Media and Stakeholder Engagement

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 55376)

Gazetted: 16 June 2021

Closing Date: 30 June 2021

Details: Are you a communication specialist that takes initiative to build stakeholder relationships? We're looking for someone who can build stakeholder engagement success for our Agency. Apply for the position of Stakeholder Engagement and Media Director with us and tackle new challenges in our commercial arm of ACT Government.

Notes: 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. This position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants should submit a supporting statement of not more than two A4 pages outlining their skills and experience relevant to the role. A copy of a current curriculum vitae and contact details of at least two relevant referees is to be provided.

Applications should be submitted via the Apply Now button below.

Contact Officer: Mayumi Piper (02) 6205 3146 Mayumi.Piper@act.gov.au

Suburban Land Agency

Program Solutions

Deputy CEO Office

Executive Officer

Senior Officer Grade C \$111,887 - \$120,436, Canberra (PN: 44834)

Gazetted: 11 June 2021

Closing Date: 30 June 2021

Details: Bring your passion for organisation, writing and attention to detail to the Suburban Land Agency (the Agency). We are looking for a proactive and enthusiastic Executive Officer to provide high level support to the Deputy Chief Executive Officer and support our Program Solutions teams. We are looking for someone who can work autonomously, who can multi-task and who understand the importance of effective communication. You'll play a key role in helping the Agency execute its strategies of being innovative, customer focussed and building its partnerships across government.

The ideal candidate we are looking for is:

Someone with excellent interpersonal skills who can create and build relationships and partnerships – a 'people person';

An organised person who can multi-task and work under pressure;

Someone who has an eye for detail and is driven to provide the best possible products and outcomes;

Someone who enjoys writing and editing, and would like to make a difference to our high level documentation;

A person who understands the complexities of a multi-faceted work environment and is keen to respond to those challenges; and

Someone who is a team player, who will thrive in a role as part of a larger team and who is committed to the organisation's shared goals and priorities.

Eligibility/Other Requirements:

Experience in supporting an Executive Office will be highly regarded.

Notes: This is a temporary position available until 31 January 2022 with the possibility of extension and/or permanency. This position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants should submit a supporting statement, addressing the Selection criteria, of not more than three A4 pages outlining their skills and experience relevant to the role. A copy of a current curriculum vitae and contact details of at least two relevant referees is to be provided.

Applications should be submitted via the Apply Now button below.

Contact Officer: Neil Bulless (02) 6207 0264 Neil.Bulless@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

Librarian

Professional Officer Class 1 \$62,767 - \$87,032, Canberra (PN: 17000)

Gazetted: 16 June 2021

Closing Date: 5 July 2021

Details: Libraries ACT is a dynamic and responsive business unit which includes the ACT Heritage Library and the Home Library Service. Libraries ACT provides public library services for the community over 10 public sites, online and through a range of programs.

The Librarian is a key professional role in Libraries ACT staff structure. They will maintain a strong knowledge of collections (hard copy and digital) and resources and help build and maintain quality collections, as well as anticipate, analyse and keep up with trends within the library sector.

This role may be at any Libraries ACT branch and is the Officer in Charge. The successful applicant will provide excellent customer service, lead by example and develop a collaborative, learning culture within the team. They will also be responsible for the library day to day operations.

Eligibility/Other Requirements:

Recognised tertiary qualifications in library and information studies (as defined by ALIA).

This position works on a fortnightly roster that will include a Saturday shift.

Notes: 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.

How to Apply: Please complete Selection Criteria and submit with an up to date curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Penny Davies (02) 6207 5721 Penny.Davies@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.

Territory and Business Services

Libraries ACT

Branch Coordinator

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 37656, several)

Gazetted: 16 June 2021

Closing Date: 2 July 2021

Details: Libraries change lives and Libraries ACT 's vision is Literacy and Learning for life. The library delivers traditional book based services as well as many learning programs and opportunities for the community to come together. Based across 11 sites, the library is integral to Canberra's literacy, self-education and learning, social inclusion, digital inclusion and citizenship. It is a vibrant service that is constantly re-inventing itself to meet emerging community needs and expectations.

The Branch Coordinator is a leadership role responsible for managing the day to day operations of the branch, ensuring excellent customer service through exemplary staff management and motivation, impeccable facilities and merchandising management, and the highest levels of customer service. Branch Coordinators also actively progress the strategic direction of Libraries ACT by participating in or leading working groups, drafting policy and operating procedures, presenting training on specific topics, etc.

Eligibility/Other Requirements:

This position/s is mobile and position holders will routinely move between branches after set periods, i.e. on an annual or bi-annual basis, as determined by the Libraries ACT.

In addition to the above, willingness to work at any Libraries ACT location, and on occasion at short notice.

This position/s works on a fortnightly roster that will include a weekend day shift.

Note: There is one full time and one part time role available. 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. Temporary appointments may be offered permanency if position become available.

How to Apply: Please complete selection criteria and submit an up to date curriculum vitae.

Contact Officer: Lela Hopkins (02) 6207 6607 lela.hopkins@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.

City Services

Infrastructure Delivery and Waste

Infrastructure Delivery

Infrastructure Manager/Specialist

Infrastructure Manager/Specialist 2 \$182,667, Canberra (PN: 38351)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: The Infrastructure Manager will be responsible for professional technical input, coordination and management of City Services requirements for the successful development and delivery of infrastructure projects for Canberra.

This position requires a leader with a strong, considered and engaging people focus to successfully deliver and drive a culture of respect and a desire to achieve customer service excellence. The ideal candidate will possess an innate ability to draw on the right skills in a contextually and environmentally appropriate manner, align team performance and develop capacity to achieve organisational objectives. Model commitment to continual learning, encourage ongoing development, and engage the right people to the right roles.

Eligibility/Other Requirements:

Engineering – a four year degree or higher qualification accredited by Engineers Australia or Professionals Australia for recognition as a Professional Engineer (including recognition of equivalent overseas Engineering qualifications) and a minimum of ten years relevant experience in Engineering; or

Architecture – a three year degree or higher qualification accredited by an Australian State or Territory architecture authority for recognition as a Professional Architect (including recognition of equivalent overseas qualifications) and a minimum of ten years relevant experience in Architecture; or

Project Management – either:

a diploma in Project Management accredited by an Australian State or Territory tertiary education institution or an equivalent overseas qualification that is eligible for reciprocal recognition in Australia and a minimum of ten years relevant experience in project management; or

certification by a professional body, such as the Australian Institute of Project Management (AIPM), to the level of Certified Practising Project Director (CPPD) or Certified Practising Portfolio Executive (CPPE), in addition to a relevant degree or higher qualification issued by an Australian State or Territory tertiary education institution or an equivalent overseas qualification that is eligible for reciprocal recognition in Australia and a minimum of ten years relevant experience in project management; or

have at least 10 years relevant experience in project management, as described in the work levels.

How to Apply: Please submit a response to the Selection Criteria in the attached Position Description along with a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jeremy Smith (02) 6207 2738 Jeremy.Smith@act.gov.au

City Services

ACT NoWaste

Strategic Coordination and Planning

Project Director - Infrastructure

Infrastructure Officer 4 \$132,911 - \$151,004, Canberra (PN: 41430)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: This position works within a team that oversee management of waste infrastructure assets, provides strategic, technical support and advice to successfully plan and deliver waste infrastructure projects. This role will report to and work under the broad direction of Senior Director, Strategic Coordination and Planning.

The role supports delivery of general and complex procurement activities, asset management and works across both blue- and white-collar environments and contribute to a multitude of projects at any one time. The role requires attention to detail and excellent communication and organisational skills (oral, written, interpersonal and negotiation) and the ability to problem solve complex issues within the delivery of waste management services and civil works.

The role requires working collaboratively across Government directorates to deliver infrastructure projects and programs. As well as technical skills in contract and asset management, the role requires a person who has a strong customer service focus, exceptional communication skills and the ability to think and work strategically.

Eligibility/Other Requirements:

- Hold a relevant professional qualification in Engineering, Architecture or Project Management or accreditation with a professional body recognised within Australia; or Hold a relevant building degree; or Have significant building or Infrastructure knowledge and/or project management experience.
- Minimum of five years related work experience would be highly regarded.
- Drivers Licence (C-class) is mandatory.
- Permanent Resident of Australia.

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

How to Apply: Please provide a summary of your claims to the position, a detailed response to the Selection Criteria (contained in the 'What You Require' section of the Position Description) not exceeding four pages in length and your curriculum vitae, along with details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Anthony Haraldson (02) 6207 5345 anthony.haraldson@act.gov.au

Office of the Director General

Communications

Communications and Engagement

Director, Communications and Engagement

Senior Officer Grade B \$131,773 - \$148,344, Canberra (PN: 32547)

Gazetted: 15 June 2021

Closing Date: 29 June 2021

Details: Are you passionate about letting the community know about services and projects which impact them every day?

We're looking for an enthusiastic person who can handle a wide range of communication tasks ranging from running advertising campaigns to coordinating community engagement projects to organising media launches. We want a senior leader who can enthusiastically lead a small team to achieve big results.

The person we're searching for has excellent people skills, a calm demeanour and is an expert in providing communication products in an engaging way to a multitude of audiences.

Transport Canberra and City Services 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 and experience managing communications and engagement teams will be highly desirable.

Ability to work flexibly as well as some out of hours work.

Note: This is a temporary position available immediately for 12 months with the possibility of permanency. A Merit Pool will be established from this selection process and will be used to fill identical vacancies over the next 12 months.

How to Apply: Please include a current curriculum vitae as well as a one-to-two-page pitch addressing the requirements outlined in the position description.

Applications should be submitted via the Apply Now button below.

Contact Officer: Geoff Virtue (02) 6205 0312 geoff.virtue@act.gov.au

Transport Canberra and Business Services

Territory and Business Services

Community Program Coordinator

Administrative Services Officer Class 5 \$82,506 - \$87,331, Canberra (PN: 43911)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: Do you have a passion for educational and community engagement? An exciting opportunity is available for a suitably experienced person to Coordinate the Community Program at Domestic Animal Services.

Domestic Animal Services (DAS) sits within the Business Services arm of TCCS and is responsible for matters relating to public and animal safety, registration requirements of animals, issuing of special licences, patrolling of public spaces, animal welfare and the promotion of responsible pet ownership.

The Community Program Coordinator is based at the Mugga Lane Animal Shelter in Symonston and will be responsible for managing the DAS volunteer program including the recruitment, induction, scheduling and monitoring of volunteers at DAS.

You will also be responsible for the development and delivery of Education campaigns and various community programs for DAS. You will work closely with DAS Kennel Staff and be responsible for liaising with various rescue groups who may be interested in fostering suitable dogs held at DAS.

Handling of dogs currently held at the Mugga Lane Shelter is an essential part of this role.

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:

Unrestricted Driver's Licence (mandatory)

Experience in working in a customer service environment is highly desirable

Be prepared to wear a uniform

Be willing and able to work with dogs and other domestic animals, conduct dog behaviour assessments and undertake all relevant TCCS training as required

Note: An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should provide a written response to each Selection Criteria in no more than two pages; as well as a current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nadine Azavedo (02) 6205 1914 nadine.azavedo@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.

Transport Canberra and Business Services

Territory and Business Services

Domestic Animal Services

Animal Welfare and Policy Officer

Administrative Services Officer Class 6 \$88,899 - \$101,743, Canberra (PN: 17392)

Gazetted: 11 June 2021

Closing Date: 25 June 2021

Details: Are you an animal lover and passionate about Animal Welfare? Do you love engaging with

An exciting opportunity is available for a suitably experienced person to work within Domestic Animal Services (DAS) to improve the lives of Domestic Animals in the ACT.

DAS is a business unit within Territory and Business Services that administers a broad range of legislation focused on regulatory and compliance issues dealing with matters relating to public and animal safety, registration of animals, patrolling, care of animals and promotion of responsible pet ownership.

The Animal Welfare and Policy officer at Domestic Animal Services is required to review, draft and provide input into current and new policies that relate to Animal Welfare and Domestic Animal Services. The role provides both internal and external presentations in relation to relating dogs and animal management across the ACT. This involves some weekend work.

The role also includes working with DAS Rangers in attending and responding to Animal Welfare complaints and assisting in preparation of case related documents for regulatory action by DAS.

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:

Unrestricted Driver's Licence (mandatory).

Animal management experience (Desirable).

Experience in or understanding of Animal Welfare matters.

Permanent Resident of Australia (mandatory).

Experience in management of committees.

Preparedness to undertake field based work, wear a uniform and work outside of ordinary hours on occasion.

Working with Vulnerable People card required.

Note: An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should provide a written response to each Selection Criteria in no more than three pages; as well as a current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nadine Azavedo (02) 6205 1914 nadine.azavedo@act.gov.au

City Services

Roads ACT

Road Maintenance

Road Pavement Officer

Infrastructure Officer 2 \$89,008 - \$102,403, Canberra (PN: 52323)

Gazetted: 11 June 2021

Closing Date: 6 July 2021

Details: The Pavement Officer will assist their team with all pavement maintenance programs and contracts, including the annual road resurfacing program. This includes tasks such as site supervision, creation of contract documents, procurement, and contract management.

This position will be involved in the data analysis and data validation stage of the road resurfacing program. This will assist in building knowledge and asset familiarisation for superintendency of contracts.

The role will be involved in quality assurance for works delivered by contractors and inhouse crews. This information will be used for future planning. This position requires a person with a strong, considered, and engaging people focus to successfully deliver and drive a culture of respect and a desire to achieve customer service excellence. The ideal candidate will possess an innate ability to draw on the right skills in a contextually and environmentally appropriate manner, align team performance, develop capacity to achieve organisational objectives, and model commitment to continual learning.

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:

Hold a relevant professional qualification in Engineering, Architecture or Project Management or accreditation with a professional body recognised within Australia; or

Hold a relevant building degree; or

Have significant building or infrastructure knowledge and/or project management experience.

Note: 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

How to Apply: Please provide a response to the Selection Criteria (What You Require) in the Position Description (no more than one A4 page per criteria); a current curriculum vitae; and contact details for two referees

Applications should be submitted via the Apply Now button below.

Contact Officer: Philip Prentice (02) 6205 4997 philip.prentice@act.gov.au

Transport Canberra

Special Needs Transport

Flexible Transport Bus Driver

General Service Officer Level 5 \$58,133 - \$61,197, Canberra (PN: SNT, several)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: The Flexible Transport Office operates the Flexible Bus Service, Special Needs Transport (SNT) and the Aboriginal and Torres Strait Islander Community Bus. The Flexible Bus Service provides transport for older Canberrans and eligible people with disability to and from medical appointments, hospitals and shopping centres. SNT is responsible for providing school transport for students with disability to and from ACT public schools each day. The Aboriginal and Torres Strait Islander Community bus enhance social inclusion for members of the Aboriginal and Torres Strait Islander community who are experiencing difficulties accessing transport. Under limited supervision, the Flexible Transport bus driver is responsible for the effective delivery of services across the Territory using a fleet of wheelchair equipped mini buses. All specialised transport services are scheduled trips which requires the driver to work to tight deadlines whilst ensuring a safe journey for all passengers.

Driving for the Flexible Bus Service will give you an opportunity to make a difference to people who are socially isolated by providing them with a reliable and safe service that enables them to access medical appointments, enjoy social activities and access shopping centres. If you have impeccable driving skills, looking for casual work and are a strong communicator and a problem solver who enjoys helping others, then this is the job for you.

Eligibility/Other Requirements:

Hold an ACT LR Class drivers' licence (or interstate equivalent).

Hold an O class drivers licence condition (or the ability to obtain).

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.

Current First Aid certificate or approved equivalent; or willingness to obtain.

Ability to successfully complete all pre-employment checks including criminal history check, pre-employment medical assessment and functional driving assessment.

Note: A pool of casual positions will be established from this selection process with work offered as and when required. The full-time salary noted above will be paid pro-rata. Available working hours will be predominantly mid morning till mid afternoon, Monday to Friday, no weekends or public holidays. The best person for the job will be patient, easy going and have a high level of customer service.

How to Apply: Applicants should submit a supporting statement (no more than two pages) outlining their experience and examples related to the role and include a current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Keith Forrest (02) 6207 7591 keith.forrest@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.

City Services

Roads ACT

Road Maintenance

Assistant Director, Road Pavement

Infrastructure Officer 3 \$112,145 - \$123,104, Canberra (PN: 52324)

Gazetted: 10 June 2021

Closing Date: 1 July 2021

Details: his position is responsible for planning and oversight of the annual road resurfacing program. The position is responsible for contract management and superintendence of the contracts relating to this program. It also involves responsibility for acting as the Principal's Authorised Delegate (PAD) for road pavement maintenance projects and for roads capital works projects post construction.

The person in this position will provide leadership of the technical aspects of roads pavement. This role requires a person who can build a consensus understanding of technical challenges, potential solutions, and drive innovation in roads pavement procedures and treatments. They will also have responsibility for the technical review and acceptance of non-standard road pavement design and construction elements.

This role requires a person who can support and positively influence team and individual outcomes. The role is responsible for assisting the management and motivation of the team and providing appropriate support and guidance. A value-based leadership style is required to achieve this.

This position requires a leader with a strong, considered, and engaging people focus to successfully deliver and drive a culture of respect and a desire to achieve customer service excellence. The ideal candidate will possess an innate ability to draw on the right skills in a contextually and environmentally appropriate manner, align team performance and develop capacity to achieve organisational objectives. Model commitment to continual learning, encourage ongoing development and engaging the right people to the right roles.

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:

Professional / Technical Skills and Knowledge

hold a relevant professional qualification in Engineering, Architecture or Project Management, or accreditation with a professional body recognised within Australia; or

hold a relevant building degree; or

have significant building or Infrastructure knowledge and/or project management experience.

Notes: 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.

How to Apply: Please provide a response to the Selection Criteria (what you require) in the position description (no more than one A4 page per criteria); a current curriculum vitae; and contact details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Philip Prentice (02) 6205 4997 Philip.Prentice@act.gov.au

City Services

Assistant Director (Snr Engineer)

Infrastructure Officer 3 \$112,145 - \$123,104, Canberra (PN: 34282)

Gazetted: 10 June 2021

Closing Date: 24 June 2021

Details: The Development Coordination Branch has responsibility for TCCS review of external and private development, road network performance analysis and modelling and the TCCS school safety program. The branch ensures quality outcomes of development across the city and undertakes work to inform infrastructure planning. The Development Assessment team is an operational section which is primarily responsible for the review and assessment all land development submissions. TCCS is a key referral entity because of its role as a land custodian, service provider and infrastructure manager and therefore the team plays a critical role in shaping estate development planning and preliminary planning for municipal infrastructure assets which are accepted by TCCS. This position is responsible for the technical review of pre DA, planning and design submissions to ensure they meet relevant policies, design standards, specifications and codes so that they are safe and fit for purpose.

Eligibility/Other Requirements: Tertiary qualifications in transport planning/civil engineering/traffic engineering and/or related disciplines. Chartered Professional Engineer (CPEng) Membership of Engineers Australia or equivalent professional body is highly desirable. Current driver's licence.

Note: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applications should include: A supporting statement of 2 - 3 pages outlining experience and/or ability and addressing the requirements outlined in the attached position description - 'What you require'.

Contact details of at least two referees and a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Tim Wyatt (02) 6205 4200 tim.wyatt@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.

APPOINTMENTS

ACT Health

Administrative Services Officer Class 6 \$88,899 - \$101,743

Jonathan Holden, Section 68(1), 15 June 2021

Canberra Health Services

Administrative Services Officer Class 6 \$87,715 - \$100,388

Kathleen Bolt, Section 68(1), 15 June 2021

Administrative Services Officer Class 3 \$66,867 - \$71,963

Priyadarshani Jayatileke, Section 68(1), 17 June 2021

Health Professional Level 2 \$68,809 - \$94,461

Elizabeth Muruka, Section 68(1), 10 June 2021

Medical Imaging Level 2 \$68,809 - \$94,461

Rose Phimpravichith, Section 68(1), 10 June 2021

Staff Specialist Band 1-5/Senior Specialist, \$180,732 - \$244,176

Thiruvardusothy Prasanna, Section 68(1), 04 June 2021

Canberra Institute of Technology

Teacher Level 1 \$78,538 - \$104,793

Danielle Bopping, Section 68(1), 15 June 2021

Teacher Level 1 \$78,538 - \$104,793

Conor Robinson, Section 68(1), 10 June 2021

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 4 \$74,237 - \$80,381

Emma Corby, Section 68(1), 7 June 2021

Administrative Services Officer Class 5 \$82,506 - \$87,331

Madison Hart, Section 68(1), 16 June 2021

Administrative Services Officer Class 6 \$88,899 - \$101,743

Christina Jacobsen, Section 68(1), 15 June 2021

Administrative Services Officer Class 3 \$66,867 - \$71,963

Haozhe Lu, Section 68(1), 7 June 2021

Administrative Services Officer Class 3 \$65,976 - \$71,004

Samyukta Simha, Section 68(1), 15 June 2021

Administrative Services Officer Class 6 \$88,899 - \$101,743

Luke Swadling, Section 68(1), 15 June 2021

Community Services

Senior Officer Grade C/Senior Officer Grade B \$111,887 - \$148,344

Shaneye Baxter, Section 68(1), 15 June 2021

Administrative Services Officer Class 4 \$73,248 - \$79,310

Taylah Grubb-Bowler, Section 68(1), 15 June 2021

Administrative Services Officer Class 6 \$88,899 - \$101,743

Nicole Lee, Section 68(1), 15 June 2021

Director of Public Prosecutions

Prosecutor Associate \$73,248 - \$75,492

Lauren Knobel, Section 68(1), 15 June 2021

Prosecutor Associate \$73,248 - \$75,492

Emma Roff, Section 68(1), 15 June 2021

Education

School Assistant 4 \$68,175 - \$73,820

Jessica Clews, Section 68(1), 10 June 2021

Cleaning Services Officer 2 \$51,742 - \$53,670

Tha Khay Yu, Section 68(1), 11 June 2021

Cleaning Services Officer 2 \$51,742 - \$53,670

Ishwor Shrestha, Section 68(1), 11 June 2021

Environment, Planning and Sustainable Development

Administrative Services Officer Class 5 \$82,506 - \$87,331

Claudia Chappe De Leonval, Section 68(1), 16 June 2021

Justice and Community Safety

Administrative Services Officer Class 6 \$88,899 - \$101,743

Penelope Coulter, Section 68(1), 7 June 2021

Administrative Services Officer Class 4 \$73,248 - \$79,310

Randika Ekanayake, Section 68(1), 14 June 2021

Health Professional Level 3 \$95,883 - \$101,033 (up to \$106,044 on achieving a personal upgrade)

Emilie Traeger, Section 68(1), 14 June 2021

Transport Canberra and City Services

General Service Officer Level 3/4 \$52,441 - \$57,268

Greg Collins, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Victor Cortese, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

David Crane, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Mark Garland, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Robert Hunt, Section 68(1), 10 June 2021

General Service Officer Level 5/6 \$58,133 - \$63,979

Luke Hyatt, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

David Lynch, Section 68(1), 10 June 2021

Senior Officer Grade B \$130,018 - \$146,368

Valerie Papin, Section 68(1), 9 June 2021

Technical Officer Level 4 \$88,899 - \$101,743

Lisa Petheram, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Peter Schoemaker, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Mark Sili, Section 68(1), 10 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Tim Swan, Section 68(1), 10 June 2021

Administrative Services Officer Class 3 \$66,867 - \$71,963

Simone Taurasi, Section 68(1), 7 June 2021

General Service Officer Level 3/4 \$52,441 - \$57,268

Michael Tyrrell, Section 68(1), 10 June 2021

TRANSFERS

Canberra Health Services

Veena Crasta

From: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services

To: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services, Canberra (PN. 36317) (Gazetted 17 May 2021)

Canberra Institute of Technology

Jason Feldner

From: Senior Officer Grade C \$111,887 - \$120,436

Education

To: Senior Officer Grade C \$111,887 - \$120,436

Canberra Institute of Technology, Canberra (PN. 55270) (Gazetted 2 March 2021)

Education

Candida Jeremiah

From: School Assistant 3 \$56,858 - \$61,194

Education

To: School Assistant 3 \$56,858 - \$61,194

Education, Canberra (PN. 50851) (Gazetted 26 March 2021)

Justice and Community Safety

Karen Cullen

From: Administrative Services Officer Class 6 \$88,899 - \$101,743

Justice and Community Safety

To: Administrative Services Officer Class 6 \$88,899 - \$101,743

Justice and Community Safety, Canberra (PN. 43036) (Gazetted 19 April 2021)

PROMOTIONS

ACT Health

Health Systems, Policy and Research

Health System Planning and Evaluation

Health Service Planning

Nicole Kuchlmayr

From: Administrative Services Officer Class 3 \$66,867 - \$71,963

Canberra Health Services

To: Administrative Services Officer Class 5 \$82,506 - \$87,331

ACT Health, Canberra (PN. 46319) (Gazetted 24 November 2020)

Digital Solutions Division

Technology Operations

Cyber Security Hub

Nicholas Murray

From: Administrative Services Officer Class 5 \$82,506 - \$87,331

ACT Health

To: †Senior Information Technology Officer Grade C \$111,887 - \$120,436

ACT Health, Canberra (PN. 50876) (Gazetted 30 March 2021)

Canberra Health Services

Bettina Griffiths

From: Allied Health Assistant 2 (Qualified) \$55,730 - \$62,047 (up to \$63,894 depending on qualification level)

Canberra Health Services

To: Allied Health Assistant 3 \$68,065 - \$71,405 (up to \$75,539 depending on qualification level)

Canberra Health Services, Canberra (PN. 36096) (Gazetted 15 April 2021)

Sarah Hill

From: Health Professional Level 2 \$68,809 - \$94,461

Canberra Health Services

To: Health Professional Level 3 \$97,177 - \$102,397 (up to \$107,476 on achieving a personal upgrade)

Canberra Health Services, Canberra (PN. 15056) (Gazetted 22 April 2021)

Aedon Talsma

From: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services

To: †Registered Nurse Level 3.1 \$108,237 - \$112,691

Canberra Health Services, Canberra (PN. 40404) (Gazetted 19 March 2021)

Canberra Health Services

Kritika Toraskar

From: Registered Nurse Level 1 \$67,984 - \$90,814

Canberra Health Services

To: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services, Canberra (PN. 10881) (Gazetted 12 May 2021)

Jimmy Varghese

From: Administrative Services Officer Class 6 \$88,899 - \$101,743

Canberra Health Services

To: †Senior Officer Grade C \$111,887 - \$120,436

Canberra Health Services, Canberra (PN. 51356) (Gazetted 25 May 2021)

Nicola Whitelaw

From: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services

To: †Registered Midwife Level 3.1 \$108,237 - \$112,691

Canberra Health Services, Canberra (PN. 52123) (Gazetted 19 November 2020)

Chief Minister, Treasury and Economic Development

Shared Services

Partnership Services

Recruitment Services

Courtney Boller

From: Administrative Services Officer Class 5 \$82,506 - \$87,331

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$88,899 - \$101,743

Chief Minister, Treasury and Economic Development, Canberra (PN. 08071) (Gazetted 6 May 2021)

Access Canberra

Customer Coordination

Contact Centre

Monuia Malele

From: Administrative Services Officer Class 3 \$66,867 - \$71,963

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$82,506 - \$87,331

Chief Minister, Treasury and Economic Development, Canberra (PN. 31280) (Gazetted 28 April 2021)

Access Canberra

Customer Coordination

Land Titles

Emily Wood

From: Administrative Services Officer Class 3 \$66,867 - \$71,963

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$74,237 - \$80,381

Chief Minister, Treasury and Economic Development, Canberra (PN. 18050) (Gazetted 10 February 2021)

Education

School Improvement

North Gungahlin

Palmerston Primary School

Kirsty Brown

From: Administrative Services Officer Class 5 \$82,506 - \$87,331

Education

To: Administrative Services Officer Class 6 \$88,899 - \$101,743

Education, Canberra (PN. 38929) (Gazetted 4 May 2021)

School Performance and Improvement

Tuggeranong

Caroline Chisholm School

Leonie O'Loughlan

From: School Assistant 3 \$56,858 - \$61,194

Education

To: School Assistant 4 \$68,175 - \$73,820

Education, Canberra (PN. 44802) (Gazetted 21 May 2021)

Justice and Community Safety

Legislation Policy and Programs

Justice Reform Branch

Aleysha Cullen

From: Senior Officer Grade C \$111,887 - \$120,436
Justice and Community Safety
To: †Senior Officer Grade B \$131,773 - \$148,344
Justice and Community Safety, Canberra (PN. 45988) (Gazetted 1 March 2021)

ACT Emergency Services Agency

ACT Ambulance Service

Clinical Governance Unit

Anthony Groves

From: Intensive Care Paramedic 1 \$88,974 - \$98,585 plus penalties
Justice and Community Safety
To: †Ambulance Manager Level 2 \$136,323 - \$143,578
Justice and Community Safety, Canberra (PN. 25425) (Gazetted 1 March 2021)

Major Projects Canberra

Stephen Thomas

From: Infrastructure Officer 3 \$112,145 - \$123,104
Major Projects Canberra
To: †Infrastructure Officer 4 \$132,911 - \$151,004
Major Projects Canberra, Canberra (PN. 33782) (Gazetted 1 January 2000)
This promotion is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 20, Direct Promotion - General

Transport Canberra and City Services

Transport Canberra and Business Services

Bus Operations

Fleet/Belconnen Workshop

Andrew Kershaw

From: General Service Officer Level 5-7 \$58,133 - \$69,661
Transport Canberra and City Services
To: †TGSO 8.1 - TGSO 8.4 \$95,379 - \$100,250
Transport Canberra and City Services, Canberra (PN. NMW004) (Gazetted 16 March 2021)
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

Worksafe ACT

WorkSafe ACT

Corporate

Finance

Wing Nam Fung

From: Administrative Services Officer Class 6 \$88,899 - \$101,743
Worksafe ACT
To: †Senior Officer Grade C \$111,887 - \$120,436
Worksafe ACT, Canberra (PN. 47096) (Gazetted 25 May 2021)

Corporate and Finance

Finance

Midori Kobayashi

From: Senior Officer Grade C \$111,887 - \$120,436
Worksafe ACT

To: †Senior Officer Grade B \$131,773 - \$148,344
Worksafe ACT, Canberra (PN. 50175) (Gazetted 14 October 2019)