



ACT Government Gazette

Gazetted Notices for the week beginning 23 January 2020

VACANCIES

ACT Electoral Commission

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 Information Officer

Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 36554, Several)

Gazetted: 23 January 2020

Closing Date: 30 January 2020

Details: Elections ACT is looking for an enthusiastic and dedicated person to join our team.

This position will offer the successful applicant the opportunity to perform the role of education and information officer for the ACT Electoral Commission during the 2020 election year.

This role will involve the development and delivery of materials and services, as well as the delivery of electoral information, aimed at increasing the understanding of, and access to, ACT elections within the ACT community. The successful applicant will also have the chance to contribute to a variety of other election related projects.

Staff of the Electoral Commission are expected to demonstrate quality customer service and team work skills, be willing to continuously improve, be outcomes focused and accountable for their actions. It is also important for the successful applicants to understand and work within the ACTPS Code of conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect Equity and Diversity framework.

The ACT Electoral Commission is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal and/or Torres Strait Islander background, or People with Disability, and those who identify as LGBTIQ to apply for any position.

Eligibility/Other Requirements: The successful applicant will require demonstrated knowledge and experience in Hare-Clark elections.

Note: This is a temporary position available immediately until 30 November 2020. Selection may be based on application and referee reports only. As an electoral officer the person occupying this position will be required to perform duties on election and referendum days.

How to Apply: Applicants are asked to submit a one-page pitch addressing the capabilities set out in the Position Description and a copy of their curriculum vitae including details of two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Oanh Nguyen (02) 6205 0342 oanh.nguyen@act.gov.au

Calvary Health Care ACT (Public)

Medical Ward

4 West

Clinical Nurse Consultant

Executive Level Registered Nurse 3 Grade 2 \$122,360, Canberra (PN: Expected)

Gazetted: 29 January 2020

Closing Date: 2 February 2020

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

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

Reference Number: 11495

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

Contact Officer: Kathryn Sliwinski (02) 6201 6439 Kathryn.Sliwinski@calvary-act.com.au

Medical Ward

4 West

Registered Nurse Level 1

Executive Level Registered Nurse 1 year 2 - year 8 \$62,714-\$90,814, Canberra (PN: Expected)

Gazetted: 29 January 2020

Closing Date: 2 February 2020

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

Reference Number: 11496

Note: 1 x Permanent Positions 1 x Fixed Term Position

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

Contact Officer: Kathryn Sliwinski 02 6201 6439 Kathryn.Sliwinski@calvary-act.com.au

Stroke Service

Registered Nurse Level 2

Executive Level Registered Nurse 2 year 1 - year 4 \$90,814 - \$98,178, Canberra (PN: Expected)

Gazetted: 29 January 2020

Closing Date: 2 February 2020

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

Reference Number: 11520

Contact Officer: Kathryn Sliwinski 02 6201 6439 Kathryn.Sliwinski@calvary-act.com.au

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

Stroke Service

Registered Nurse Level 1

Executive Level Registered Nurse 1 year 2 - year 8 \$62,714-\$90,814, Canberra (PN: Expected)

Gazetted: 29 January 2020

Closing Date: 2 February 2020

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

Reference Number: 11519

Note: 3 x Permanent Positions

Contact Officer: Kathryn Sliwinski 02 6201 6439 Kathryn.Sliwinski@calvary-act.com.au

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

Maternity

Registered Midwife

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

Gazetted: 23 January 2020

Closing Date: 29 January 2020

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

Reference Number: 11524

Contact Officer: Jane Dedaecker (02) 6201 6306 Jane.Dedaecker@calvary-act.com.au

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

Medical

Nursing

Clinical Facilitator

RN 2.1-2.4 \$94,409-\$100,061, Canberra (PN: LP9993)

Gazetted: 23 January 2020

Closing Date: 2 February 2020

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

Reference Number: 11527

Contact Officer: Amanda Lillie 02 6201 6305 amanda.lillie@calvary-act.com.au

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

Medical

MAPU

Registered Nurse 2

Executive Level Registered Nurse Level 2 Year 1 -4 \$94,409 - \$100,061, Canberra (PN: Expected)

Gazetted: 29 January 2020

Closing Date: 2 February 2020

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

Reference Number: 11549

Contact Officer: Kathryn Sliwinski 02 6201 6439 Kathryn.Sliwinski@calvary-act.com.au

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

Canberra Institute of Technology

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

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

Education and Training Services

Student and Academic Services

Library and Learning Services

Liaison Librarian

Professional Officer Class 1 \$60,292 - \$83,600, Canberra (PN: 54244)

Gazetted: 29 January 2020

Closing Date: 11 February 2020

Details: The Canberra Institute of Technology (CIT) is looking for a Liaison Librarian to deliver a comprehensive information service, including online services, reference services and specialist research. In partnership with teaching staff, the successful applicant is required to plan, design and deliver information literacy sessions; identify and assess quality learning resources and undertake moderation duties to ensure learning resources in CIT's digital repository are copyright compliant.

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 appropriate degree or equivalent which allows for professional membership of the Australian Library and Information Association (ALIA). An ability to work one shift per week.

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.

How to Apply: Applicants are required to address the Selection Criteria and provide a current curriculum vitae along with the names of two referees. Applicants may be requested to provide referee's reports at a later date.

Applications should be submitted via the Apply Button now.

Contact Officer: Heather Jamieson (02) 6207 3375 heather.jamieson@cit.edu.au

Education and Training Services

Education Services

Education Services Management

Learning Designer

Senior Professional Officer Grade C \$107,475 - \$115,687, Canberra (PN: 45833)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: Canberra Institute of Technology is seeking an innovative learning designer. You will have recent and wide experience in developing a range of engaging learning content optimised for vocational education and training; as well as be able to contribute to organisational uplift in online learning skills. You will have experience in leading multiple projects with varying timelines and workloads; as well as great skills in contemporary design principles and knowledge of current thinking in how people learn and engage with learning content.

You will model CIT's cultural traits and the ACT Public Service values and signature behaviours.

Eligibility/Other Requirements:

Mandatory Qualifications

Qualification in learning design, online learning, or contemporary design; or equivalent work experience

Highly Desirable

At least five years' VET experience

Qualification in information technology, management or project management

Note: This is a temporary position available immediately until 31 December 2020. Position re-advertised; previous applicants will be considered and do not need to re-apply.

How to Apply: Please submit a pitch (max two pages) showcasing your match to the role, and a detailed curriculum vitae (max six pages) with two referees (preferably including a current or recent manager).

Applications should be submitted via the Apply Button now.

Contact Officer: Elizabeth Tomaras (02) 6207 4831 elizabeth.tomaras@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

Corporate

Corporate Management

Governance and Audit

Audit and Compliance Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 45702)

Gazetted: 23 January 2020

Closing Date: 30 January 2020

Details: If you have a passion for process improvement that is achieved via audit and compliance, then this could be the role for you. As an Audit and Compliance Officer within Corporate Management you will be responsible for providing support to the internal audit functions for the Directorate and conduct compliance reviews under the direction of the Internal Audit Manager. This includes but is not limited to; preparation of meeting papers, supporting the Audit and Risk Committee, coordination and provision of internal documentation for service providers; liaising with business areas on the implementation of outstanding recommendations, preparing written reports, and reviewing draft reports. Corporate is a progressive division that regularly looks at ways in which we can improve the way we work. This could mean that you will be able to work on some exciting new projects to better deliver our 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: Please note that selection may be based on application and referee reports only. Following this process an order of merit will be established 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) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applications are sought from potential candidates and should include:

A two-page pitch outlining your experience and/or abilities against the requirements (professional/technical skills and knowledge; and behavioural capabilities) in relation to the stated duties outlined in the Position Description;

A current Curriculum Vitae; and the contact details of at least two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Julie Baker (02) 6207 9913 julie.baker@act.gov.au

Corporate

Corporate Management

Governance Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 45703)

Gazetted: 23 January 2020

Closing Date: 30 January 2020

Details: If you have a passion for providing enabling services in a corporate environment, then this could be the role for you. As a Governance officer within Corporate Management you will be responsible for providing support in the development and review of Governance policies such those relating to fraud prevention, risk management and business continuity, protective security, gifts and hospitality, and conflict of interest for example. In addition, you will be responsible for facilitating the testing of divisions business continuity plans (in conjunction with an external provider and facilitator) and providing support to the Agency Security Advisor (ASA) with administrative functions such as overseas travel, access to CCTV footage, and requests for security clearances. A big part of our role is to provide advice to and answer queries from our directorate customers. Corporate is a progressive division that regularly looks at ways in which we can improve the way we work. This could mean that you will be able to work on some exciting new projects to better deliver our 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: This is a temporary position available from 21 February 2020 until 21 May 2020 with the possibility of extension and/or permanency. Please note that selection may be based on application and referee reports only. Following this process an order of merit will be established 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) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applications are sought from potential candidates and should include:

A two-page pitch outlining your experience and/or abilities against the requirements (Professional/Technical Skills and Knowledge; and Behavioural capabilities) in relation to the stated duties outlined in the Position Description;
A current curriculum vitae; and contact details of at least two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Meggie Wang (02) 6205 9736 meggie.wang@act.gov.au

Shared Services

Partnership Services Group

Customer Support Services

Digital Content Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 23213)

Gazetted: 24 January 2020

Closing Date: 7 February 2020

Details: Customer Support Services in Shared Services is passionate about innovation and improving service delivery across the ACT Government to enhance the customer experience. We're looking for a like-minded person to join our team as Digital Content Officer. You will make your mark assisting the Digital Content Supervisor with the development and maintenance of the Commercial Services and Infrastructure Group website and accompanying service catalogue and knowledge management tools, showing a commitment to best practice knowledge base development and management. Sound communication skills with attention to detail and the ability to create customer focused content is a must. You take a collaborative approach to your work with consideration for the bigger picture, ensuring alignment to the broader strategy and contribute to the broader teams' objectives.

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: This is a temporary position available for a period of nine months. Selection may be based on application and referee reports only.

How to Apply: Your suitability for this position will be assessed based on your Skills, Knowledge and Behaviour in relation to the duties/responsibilities of the role as outlined in the Position Description. Please send us your curriculum vitae and a two-page pitch outlining why you think you're the best person for the job.

Applications should be submitted via the Apply Button now.

Contact Officer: Donald Hage (02) 6205 1530 donald.hage@act.gov.au

Economic Development

VisitCanberra

Senior Director, VisitCanberra

Senior Officer Grade A \$147,006, Canberra (PN: 46125)

Gazetted: 24 January 2020

Closing Date: 14 February 2020

Details: VisitCanberra is looking for a Senior Director to support the Executive Branch Manager in delivering the organisations strategic objectives. The position will support management of a range of key internal and external relationships and lead the development of strategic and operational plans for the organisation.

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 position requires high level communication skills and demonstrated experience leading teams and managing budgets. Strong marketing skills and knowledge of the tourism sector would also be an advantage.

Note: This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk. 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 application addressing the Selection Criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Button now.

Contact Officer: Jonathan Kobus (02) 6205 3185 jonathan.kobus@act.gov.au

Access Canberra

Compliance and Enforcement Reform Program

Director, Finance, Reporting and Corporate Support

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 18708)

Gazetted: 23 January 2020

Closing Date: 13 February 2020

Details: The Work, Health; Safety; Compliance and Enforcement Reform Program (WHSCERP) has been established to deliver a program of reforms to the management of compliance and enforcement of WHS obligations in the ACT that will improve workplace safety standards and performance in the ACT.

In this role, you will be responsible for leading the machinery of government changes necessary to establish the Office of the WHS Commissioner (to be known operationally as WorkSafe ACT). Following the establishment of the new WorkSafe ACT, you will lead a team delivering a range of corporate services including finance, budgets and performance reporting.

This is an exciting role for someone with financial management experience, looking to apply their corporate service experience in establishing a new government office.

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: Tertiary qualifications in commerce and accounting, along with professional membership of CPA/CA or comparable bodies are desirable.

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

How to Apply: Please submit a written pitch of up to two pages which demonstrates your suitability for the position, qualifications, and contact details for at least two referees and a current curriculum vitae.

Applications should be submitted via the Apply Button now.

Contact Officer: Leanne MacLaughlan (02) 6207 1505 leanne.maclaughlan@act.gov.au

Shared Services ICT

Technology Services Branch

Technical Service Delivery

Senior Storage and Backup Specialist

Senior Information Technology Officer Grade C \$107,475 - \$115,687, Canberra (PN: 14286)

Gazetted: 29 January 2020

Closing Date: 14 February 2020

Details: Shared Services are seeking an appropriately skilled and experienced person to join the Storage and Backup Team in the senior role of Storage and Backup Administrator. The successful applicant will be required to provide technical team leadership of the Shared Services Storage and Backup environments and as part of the team, be responsible for the day-to-day management, administration, monitoring and maintenance of these environment.

You will need to provide high level technical support in the current versions of the following products:

Fibre Channel SAN technologies on UNIX, WINDOWS 2012/2012R2/2016/2019

TCP/IP NAS storage systems including Hitachi, EMC, NETAPP storage systems

Brocade Fibre Channel switching and multi-blade directors, and associated fibre technologies

CommVault version 11.x including management of Tape and Disk libraries

Azure / AWS Cloud Technologies.

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: The successful applicant will be required to have or be able to attain a security clearance at the Negative Vetting 1 level.

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: Expressions of Interest are sought from potential candidates and should include a supporting statement of no more than three (3) 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: Bruce Bull (02) 6207 3575 bruce.bull@act.gov.au

Shared Services

Shared Services ICT

Portfolio Governance, Strategic Business Branch

ITSM Governance Assistant Director

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 27020)

Gazetted: 24 January 2020

Closing Date: 7 February 2020

Details: The Strategic Business Unit of Shared Services is looking to fill the role of IT Service Management Governance Assistant Director. This position is responsible for providing advice on best practice ITSM and ensuring that governance, processes and procedures are operationalised and aligned to the Shared Services ICT Strategic Direction and current maturity assessments.

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: This role is the equivalent of EL1 in the Australian Public Service. Commonwealth employees can transfer leave and superannuation arrangements to the ACT Government upon employment. 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 submit your current curriculum vitae and a two-page written response to support your application. 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 Button now.

Contact Officer: Lucy Taylor (02) 6207 6307 lucy.taylor@act.gov.au

Shared Services

Partnership Services

Customer Support Services

Assistant Director, Business Improvement

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 45852)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: Does problem solving come *automatically* to you? Do you *integrate* well with multi-disciplinary teams? Can you *orchestrate* the delivery of successful business improvement initiatives? Look no further! We have the perfect job for you.

Who are we? At Shared Services we are the enablers, providing centralised corporate services including HR, Finance and ICT to ACT Government staff so they can focus on supporting the ACT community. In Customer Support Services our mantra is to provide an excellent customer experience – continuously searching for ways in which we can improve the experience for both our customers and employees, encouraging self-service, reducing touch points and data entry through various technologies including digitisation, robotic process automation (RPA), automation and orchestration.

Who are you? You are a highly motivated and experienced individual looking for an opportunity to drive business improvement initiatives throughout the organisation. You are accustomed to working across teams to review and critically analyse processes, identify improvements and coordinate delivery to achieve customer-centric outcomes, ensuring appropriate documentation is developed along the way. Whilst you don't have all the technical expertise, you can think outside of the box and work with relevant stakeholders to help develop technical solutions. You like a challenge and can work under minimal supervision, however, also thrive in a buzzing team environment. You nodded profusely as you read through this ad and are about to start sprucing up your resume. You're opening the position description to look through the position requirements and thinking of some examples to put into your two-page pitch that show us why you're the best person from the job, which you'll submit before the abovementioned close date.

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.

Note: This is a temporary position available for a period of 12 months with the possibility of permanency. Selection may be based on application and referee reports only. 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: Your suitability for this position will be assessed based on your Skills, Knowledge and Behaviour in relation to the duties/responsibilities of the role as outlined in the position description. Please send us your curriculum vitae and a two-page pitch outlining why you think you're the best person for the job.

Applications should be submitted via the Apply Button now.

Contact Officer: Angela McCaughey (02) 6205 2367 angela.mccaughey@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

Strategic Policy

Performance and Systems

Strategic Portfolio and Data Excellence

Project Officer/Senior Project Officer

Administrative Services Officer Class 6/Senior Officer Grade C \$85,394 - \$115,687, Canberra (PN: 39728)

Gazetted: 29 January 2020

Closing Date: 5 February 2020

Details: Are you passionate about using evidence to inform human services policy? Do you recognise data as an asset to inform strategic decision making? If so we would like you to apply for the position of Project Officer/Senior Project Officer within our team. We are a diverse, multidisciplinary team dedicated to improving outcomes for our community through the promotion of evidence informed service design and decision making. We are responsible for developing frameworks for, providing advice on, and undertaking collaborative and innovative practices including evaluation, human centred-design, and organisational strategy. We are also responsible for Community Services Directorate's (CSD) data management and performance reporting, including the development of new, outcomes focused reporting frameworks. 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.

Note: This is a temporary position available until 30 June 2020. This position will be filled at either the ASO6 or SOGC classification dependent on the experience and/or qualifications of the successful applicant. An order of Contact Officer: Monica merit will be established for filling identical vacancies within the next 12 months from this process.

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 sent to the Contact Officer.

Kempster (02) 6205 1513 monica.kempster@act.gov.au

Children, Youth and Families

Children and Families

Child Development Service

Early Years Engagement Officer (Identified)

Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 19567, Several)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: The Children and Families Branch is seeking applicants to fill identified Early Years Engagement Officer positions based at the ACT Government's Child and Family Centres (CFCs), the Child Development Service (CDS) and in outreach settings, including Koori Preschools. The positions will work directly with Aboriginal and Torres Strait Islander children, their families and community.

The role of the Early Years Engagement Officers –

Child and Family Centres will be to support parental engagement in their children's early childhood education, improve participation rates of Aboriginal and Torres Strait Islander children in Koori Preschools and support transitions from preschool to kindergarten for Aboriginal and Torres Strait Islander children.

Child Development Service will support parental engagement in their child's early childhood development and assist to improve participation rates of Aboriginal and Torres Strait Islander children in early childhood services.

The Children and Families Branch provides culturally safe and inclusive services to Aboriginal and Torres Strait Islander communities in the ACT in the areas of health, early childhood development and parenting.

Community Services 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:

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.

Applicants for the roles must have a minimum of a Certificate IV qualification in a relevant area of study including Allied Health Assistant, Aboriginal Primary Health Care Worker or Aboriginal and Torres Strait Islander Community

Development and/or be working towards a tertiary qualification in Social Work, Psychology, Early Childhood Education, Speech Pathology, Occupational Therapy, Physiotherapy (or a related field).

A current driver's 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 immediately until 1 October 2020 with the possibility of extension.

Applications may be assessed on written application and referee reports only.

How to Apply: Applicants are to address the Selection Criteria located in the Position Description, and provide a current curriculum vitae and the names and contact of two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Melinda Connor (02) 6205 9004 melinda.connor@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.

**Office of the Director-General
Quality, Complaints and Regulation
Office of the Senior Practitioner
Director**

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 11875)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: The Office of the Senior Practitioner, within the Community Services Directorate (CSD), is looking for a suitably experienced Director to help to improve the lives of all people who are vulnerable and potentially subject to restrictive practices.

The Senior Practitioner regulates the use of restrictive practice by persons or other entities who provide services in education, education and care, care and protection of children and/or disability services.

The Director role will support the functions of the Senior Practitioner by working alongside the ACT community to: provide education and improve awareness of restrictive practice;

produce and disseminate policies, standards, and guidelines to guide decision-making and promote best practice; and

build sector capacity for more positive behaviour supports.

Note: This position is part-time at (14:42) hours per week and the full-time salary noted above will be pro-rata.

How to Apply: Applicants are to address the Selection Criteria located in the Position Description, and provide a current curriculum vitae and the names and contact of two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Donna Pearce (02) 6205 2046 donna.pearce@act.gov.au

Cultural Facilities Corporation

**Corporate
Finance/HR**

Assistant Payroll and Finance Officer

ASO4 \$71,309 to \$77,212, Canberra (PN: 1114)

Gazetted: 24 January 2020

Closing Date: 7 February 2020

Cultural Facilities Corporation is looking for a strong team player to assist with payroll processing and provide financial support to the CFC and its business units, Canberra Theatre Centre, Canberra Museum and Gallery and ACT Historic Places with accounts receivable, banking and key reconciliations. To be successful in this role you require good organisational skills, attention to detail, ability to complete moderately complex arithmetic calculations and to meet deadlines. It is anticipated that you will have prior experience with payroll and account reconciliations.

Eligibility/Other Requirements: Relevant qualification or working towards a qualification in a Finance or related field will be highly regarded.

Note: This is for a temporary 12 months contract with a view to permanency. This is a part time position at three days per week. Salary will be pro rata.

How to Apply: Please provide a two-page pitch demonstrating your experience and suitability to perform the role. Your pitch should include relevant examples that demonstrates the Technical and Behavioural capabilities set out in the Position Description.

Contact Officer: Ian Tidy (02) 6205 2195 ian.tidy@act.gov.au

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

Corporate

Finance/HR

Manager, Human Resources and Employee Relations

Senior Professional Officer Grade C \$107,475 to \$115,687, Canberra (PN: 1113)

Gazetted: 24 January 2020

Closing Date: 7 February 2020

Cultural Facilities Corporation is seeking a dynamic and self-motivated individual who is committed to building organisational capability and positive workplace cultures. Reporting directly to the Chief Finance officer, the position supports the CFC and its business units, Canberra Theatre Centre, Canberra Museum and Gallery and ACT Historic Places through the provision of a broad range of strategic human resource management functions. In partnership with the Senior Management Group, key stakeholders and staff you will be responsible for developing, implementing and monitoring a range of Strategic HR initiatives, workplace wellbeing initiatives, and taking charge of industrial relations matters and advice. To be successful in this role you require well-developed communication and stakeholder management skills, demonstrated ability to see projects through to completion and the ability to lead discussions and to work collaboratively with senior management to influence and achieve successful and improved human resource and workplace wellbeing outcomes. This is a part time position at 25 hours per week. Salary will be pro rata.

Eligibility/Other Requirements: Tertiary qualifications in a Human Resources or Legal related discipline is essential.

Note: Please provide a two-page pitch demonstrating your experience and suitability to perform the role. Your pitch should include relevant examples that demonstrates the Technical and Behavioural capabilities set out in the Position Description.

Contact Officer: Ian Tidy (02) 6205 2195 ian.tidy@act.gov.au

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

Education

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

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

School Performance and Improvement

South/Weston Network

Charles Weston School

Business Manager

Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 36117)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

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 engaging, nurturing and educating a community.

Charles Weston School, Coombs is located in the rapidly expanding Molonglo Valley. Our enrolment area includes Coombs, Wright and Denman Prospect. At the commencement of 2020 we have 600 students enrolled across 28 classes from preschool to year 6 and our staff comprises of approximately 40 teaching staff and 15 support staff.

The school is an inclusive education setting with students and staff of all abilities and cultural backgrounds

welcomed and supported. With many of our students and families from multilingual backgrounds and as an International Baccalaureate PYP candidate school, we encourage, support and embrace the diversity of our school community. We value and encourage community engagement and connections both within our immediate school community and within the broader Molonglo Valley. As part of these connections, our school facilities are regularly used by community groups. An opportunity exists to join the leadership team at Charles Weston School in the Business Manager role. This position actively contributes to the school leadership team and leads, plans and oversees the operations of the school business, in line with relevant legislation, policy and procedures of the ACT Government and ACT Education Directorate. An ability to think critically will be vital in providing informed advice to the principal to minimise risks, ensure compliance, to strategically ensure the most effective use of resources and to offer advice and solutions for business operations including identifying issues and following established protocols. Excellent communication and customer service skills will be essential. The Business Manager plays an integral role within the school community and the school improvement agenda, ensuring the school is a safe, happy and positive environment where students love to learn. They provide valuable, enabling support to the Principal while working collaboratively with the school leadership team and the school community to support student outcomes. Responsibility for leading, mentoring and managing the non-teaching support staff of the school also falls within the expectations of this role.

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

Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness or a willingness to undertake appropriate training. For further information refer to - www.worksafe.act.gov.au/health_safety. A First Aid Certificate or a willingness to undertake appropriate training. **Desirable:** Experience in a business-related role. Financial qualification or relevant experience.

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.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nicole Nicholson (02) 6142 0404 nicole.nicholson@ed.act.edu.au

School Performance and Improvement

South/Weston Network

Charles Weston School

Finance and Facilities Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 46524)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

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 an active role in ensuring we are an education community providing an environment where students love to learn. Charles Weston School Coombs is located in the rapidly expanding Molonglo Valley. Our enrolment area includes Coombs, Wright and Denman Prospect. At the commencement of 2020 we have 600 students enrolled across 28 classes from preschool to year 6 and our staff comprises of approximately 40 teaching staff and 15 support staff. The school is an inclusive education setting with students and staff of all abilities and cultural backgrounds welcomed and supported. With many of our students and families from multilingual backgrounds and as an International Baccalaureate PYP candidate school, we encourage, support and embrace the diversity of our school community. We value and encourage community engagement and connections both within our immediate school community and within the broader Molonglo Valley. As part of these connections, our school facilities are regularly used by community groups. An opportunity exists to join the support staff team at Charles Weston School in the Finance and Facilities Officer role. This position actively contributes to the school business operations and provides high level support to the Business Manager in the management of the school's financial and front office systems, ensuring compliance with relevant legislation and policies. Your finance qualification or relevant experience will be well utilised. The Finance and Facilities Officer works collaboratively with the Building Services Officer to manage the maintenance of the school facilities to ensure the school is a safe, happy and positive environment where students love to learn. Excellent communication and customer service skills will be essential to liaise and communicate with the school community, students, staff, directorate personnel and other stakeholders. Responsibility for leading, mentoring and managing the Building Services Officer of the school falls within the expectations of this role.

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. Financial qualification or relevant experience.

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.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nicole Nicholson (02) 6142 0404 nicole.nicholson@ed.act.edu.au

School Performance and Improvement

South Canberra/Weston School Network

Chapman Primary School

School Assistant Officer

Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 43867)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: Key Responsibility: Under limited supervision plan, prioritise, coordinate and manage student enrolments, records management and the school's website. Provide administrative support to the School Principal and as part of the Front Office team.

Level of responsibility/direction and supervision: The Administrative Coordinator – Enrolments will work closely with the Principal/Executive Team and will receive direction from the Business Manager/Principal. The occupant is expected to be proactive, exercise judgement and initiate and to perform the duties of the position under general direction.

DUTY STATEMENT

In accordance with Directorate Policies

Manage the day-to-day operations and administration associated with student enrolments using SAS, MAZE and Student Selection Program (SSP) in accordance with relevant legislation/policy. Coordinate and oversee workflow and priorities.

Provide high level administrative support in the front office. Undertake records management processes including the establishment, maintenance and archival of a variety of records including student files, correspondence and personnel data using a range of information and communication technology systems.

Manage the school's website including content development and maintenance.

Provide executive support to the Principal and/or executive staff including diary/calendar management; coordinate and oversee the workflow of the Principal's office.

Undertake general finance duties such as collection and recording of payments, receipting, purchase orders and invoicing debtors and maintenance of school accounts using MAZE.

Manage customer relationships, communicate, negotiate and liaise with staff, parents/carers, students, community, internal and external stakeholders as required.

Prepare more complex correspondence and reports. Provide advice based on knowledge, interpret and apply legislation, policy, procedures and guidelines.

Perform First aid as required

SELECTION CRITERIA

Proven organisational skills including the ability to work effectively in busy situations in a team environment and independently. Ability to plan, set priorities, use initiative and meet deadlines with minimal supervision.

High level administrative skills including the ability to operate a variety of information and communication technology systems associated with enrolment processes, website management and programs within the Microsoft Office suite.

Well developed interpersonal, oral and written communication skills and the ability to communicate effectively and respectfully with staff, students and parents/carers.

Ability to interpret and apply ACT Public Service/Education Directorate legislation, policies and procedures relating to student enrolment and general financial management processes.

Demonstrated commitment to high quality customer service principles and practice.

Understanding and strong commitment to ACTPS values covering ethical standards, equity and diversity, participative management and workplace, health and safety.

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:

Certificate IV in Government (School Support Services) or equivalent

Knowledge of office practices and procedures

Knowledge of Microsoft Office Packages

First Aid qualification, or willingness to undertake appropriate training

Note: This is a temporary position available immediately until 23 October 2020 with the possibility of permanency.

Selection may be based on application and referee reports only.

How to Apply:

Please address the Selection Criteria with a maximum of 2 pages. Please provide name and contact details for two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Lyn Maley (02) 61422402 lyn.maley@ed.act.edu.au

School Performance and Improvement

Belconnen Network

Hawker College

Information Technology Teacher

Classroom Teacher \$71,113 - \$106,448, Canberra (PN: 05234)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: Hawker College is seeking a chief wizard wrangler! We need an outstanding teacher to lead exciting and innovative learning programs in Data Science and Networking; Robotics and Mechatronics.

The successful candidate will work collaboratively with staff and students in our IT Labs and Maker space to engage our future coders, systems engineers, intelligence analysts and aerospace entrepreneurs in the highest levels of creativity and intellectual rigour.

Our teacher will be expected to have extraordinary interpersonal skills, outstanding communication and organisational skills, with commitment to evidence based practice and the principle that every student matters and can succeed. They will demonstrate initiative and innovation in the development, implementation and review of programs, policy and procedure in support of our school's strategic objectives.

Our teacher will have qualifications and experience in advanced programming, coding and related fields such as engineering and design, sufficient to challenge year 11 and 12 students achieving at high levels. Ideally our teacher will also have broad interests and worldview, with 'real-world' experience in industry and in life. They will be committed to reflective practice and be a good, practical and balanced human.

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

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

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, 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 Button now.

Contact Officer: Andy Mison (02) 6142 0355 andy.mison@ed.act.edu.au

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

School Performance and Improvement

North and Gungahlin

Franklin Early Childhood School

Defence School Mentor

School Assistant 2 \$48,205 - \$53,228, Canberra (PN: 42909)

Gazetted: 29 January 2020

Closing Date: 10 February 2020

Details: Franklin Early Childhood School is looking for an enthusiastic person with school based experience in assisting and supporting Defence families to join our team. This is a part time, two days a week, position.

The occupant of this position will provide information and support and develop a range of activities for dependants of Defence members and families to ease the impact of mobility and service related parental absence.

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.

First Aid certificate is desirable.

Note: This is a temporary position available immediately until 26 January 2021. This position is part-time at (10) hours per week and the full-time salary noted above will be pro-rata.

How to Apply: Your application for this position should specifically address each of the Selection Criteria and Duty Statement. You will need to attach your curriculum vitae with your application.

Applications should be submitted via the Apply Button now.

Contact Officer: Hannah Freyne (02) 6142 1136 hannah.freyne@ed.act.edu.au

Business Services Division

Governance and Community Liaison

Ministerial and Corporate Reporting

Assistant Director, Committees and Ministerial Management

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 09406)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: The position of Assistant Director is an exciting position that works closely with the Directorates Executive Team to provide high level secretariat support to its Governance Committees. The position is also responsible for the management of ministerial services to the Minister and provides back up support around Cabinet and Assembly business.

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.

Note: This is a temporary position available immediately 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. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit an application with a current curriculum vitae including the contact details of two referees, together with a two-page document addressing the Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: Danielle Krajina (02) 6207 2990 danielle.krajina@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

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

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

Clinical Services

Medicine

Gastroenterology and Hepatology

Gastroenterologist

Staff Specialist Band 1-5 \$164,470 - \$202,960, Canberra (PN: 31204)

Gazetted: 30 January 2020

Closing Date: 04 February 2020

Overview of the work area and position: The Gastroenterology and Hepatology Unit (GEHU) is well established with 14 consultant medical staff and Advanced Trainees. Canberra Hospital provides secondary and tertiary referral services for gastroenterology and liver disease, and is the hub for continuing medical education, quality assurance, teaching and research in these specialities within the ACT and southern NSW regions. Participation in the on call and weekend arrangements for the GEHU roster is expected. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$272,410 - \$331,380

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency (AHPRA). Fellowship of the Royal Australasian College of Physicians (FRACP) in Gastroenterology/Hepatology or equivalent specialist qualifications. Desirable: Gastrointestinal endoscopy certification in upper and lower GI endoscopy. Please note prior to commencement successful candidates will be required to: Be granted with their Scope of Clinical Practice through the Medical Dental Appointments Advisory Committee (MDAAC). Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases.

Note: This is a temporary part time position at 28 hours per week for 12 months with the possibility of extension.

Contact Officer: Dr Vipul Aggarwal (02) 5124 2195 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Ground Level, Building 23 The Canberra Hospital, GARRAN ACT 2606

Health Systems, Policy and Research Group

Public Health Protection and Regulation

Health Protection Service

Pharmaceutical Inspector

Pharmacist Level 2/3 \$78,400 - \$107,611 (up to \$110,423 on achieving personal upgrade), Canberra (PN: 19569)

Gazetted: 28 January 2020

Closing Date: 04 February 2020

Details: The Pharmaceutical Services Section (PSS) within ACT Health has statutory and non-statutory responsibilities to promote the safe use of medicines in the ACT community. These responsibilities are stipulated under the *Medicines, Poisons and Therapeutic Goods Act 2008* and *Public Health Act 1997*. The section is responsible for regulating controlled medicines prescribing and supply in the ACT, in the interest of minimising the risks associated with their abuse, misuse and diversion. This includes assessing applications from prescribers for approval to prescribe controlled medicines, and monitoring supplies from pharmacies through its prescription monitoring system.

The section is also responsible for issuing licences and conducting inspections of premises that deal with medicines or poisons in the ACT as well as regulating community pharmacy ownership and premises in the ACT through issue of licences to pharmacy owners and conducting inspections. The section also acts as the Territory Recall Co-ordinator for distributing information to affected parties on behalf of the TGA for recalled medicines and medical devices. 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: Be registered or have applied for registration as a pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence.

Note: This is a temporary position available from 2 April 2020 up to 31 June 2021. This position is minimum part-time at (18) hours per week and the full-time salary noted above will be pro-rata. 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 with names of two references, and a maximum two A4 page response to the Selection Criteria.

Applications should be submitted via the Apply Button now.

Contact Officer: Natalie Johns (02) 5124 9257 natalie.johns@act.gov.au

Justice and Community Safety

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

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

ACT Corrective Services

Corporate Services

Facilities

Senior Maintenance Officer

General Service Officer Level 10 \$85,394 - \$97,732, Canberra (PN: 44770)

Gazetted: 29 January 2020

Closing Date: 11 February 2020

Details: As part of the Facilities Management Unit, located at the Alexander Maconochie Centre (AMC), the Senior Maintenance Officer (Projects & Contracts) is responsible for the coordination of internal resources, internal stakeholders and third-party suppliers for sound execution of projects, contracted work and services.

The successful candidate will assist in the definition of project and contracted facilities maintenance services scope and objectives, involving all relevant stakeholders, ensuring technical feasibility and ensuring compliance with policy and legislation.

In addition, you will be required to supervise and coordinate detainees and staff undertaking facilities maintenance and projects, and support the training and development of detainees through construction and maintenance activities.

To be successful, you will demonstrate exceptional communication and interpersonal skills and experience in project management.

Eligibility/Other Requirements:

Hold qualifications in at least one of the following areas:

Project Management (minimum cert IV)

Building/Construction Management (minimum cert IV)

Government Procurement and Contracts (minimum cert IV)

Facilities Management (minimum cert IV)

Security & Risk Management (minimum cert IV)

A relevant building/construction trade (minimum cert III with craft certificate)

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.

Hold a construction white card and high-risk work licences for working at heights, elevated work platform and forklift (highly desirable)

Experience in infrastructure project management (highly desirable)

The successful candidate will be required to undergo a National Police Check.

Note: This is a temporary position available immediately until 1 December 2021.

How to Apply: Applicants are required to submit four items: (1) a one to two page written response addressing the Professional/Technical Skills and Knowledge, and Behavioural capabilities having regard for the job requirements; (2) a current curriculum vitae; (3) the names and contact details of two referees (one should be a current Supervisor/Manager); and (4) a copy of your driver's licence. Please ensure you submit all four items.

Applications should be submitted via the Apply Button now.

Contact Officer: Craig Batten (02) 6207 6770 craig.batten@act.gov.au

Human Rights Commission

Victims of Crime Commission

Victim Support

Case Coordinator

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 46171, Several)

Gazetted: 28 January 2020

Closing Date: 18 February 2020

Details: Victim Support ACT is seeking a highly motivated individual who has excellent case coordination skills and experience working with clients who are victims of sexual assault, family or domestic violence to join the Victim Services team within the ACT Human Rights Commission.

Case coordinator duties include:

providing timely, accessible, individualised assistance to victims of crime;
coordinating the provision of professional brokered services; and
providing victims with information, assistance and advocacy in relation to the justice system.

Case coordinators work closely with multidisciplinary team members across Victim Support ACT seeking to deliver high quality, responsive services to clients.

The ACT Human Rights Commission values its diverse work team. Aboriginal and Torres Strait Islander people, people from culturally and linguistically diverse backgrounds and people with disability are encouraged to apply. If you are a person with a disability and would like assistance to apply for this position, please contact the position contact officer.

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

How to Apply: See the attached position description for further information regarding duties and responsibilities. Submit a 'pitch' of no more than two pages which should indicate your capacity to perform the duties and responsibilities outlined in the position description and outline how your abilities, experience and qualifications make you the best person for this role.

Applications should be submitted via the Apply Button now.

Contact Officer: Carol Benda (02) 6205 2222 carol.benda@act.gov.au

Public Trustee and Guardian

Finance Unit

Taxation Officer

Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 38900)

Gazetted: 29 January 2020

Closing Date: 5 February 2020

Details: The Public Trustee and Guardian has a vacancy for a motivated and well-organised Taxation Officer in our Finance Unit. The Finance Unit provides Corporate Finance, Investment/Funds Management, Taxation and Property service to the Public Trustee and Guardian (PTG) and its clients.

Under the direction of the Principal Taxation Officer, the role of Taxation Officer is to assist PTG's Taxation team achieve PTG's taxation responsibilities for the office and clients including tax returns and Business Activity Statements (BAS) statements.

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 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: 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: If you are looking for a dynamic role working in a unique environment then please submit a two-page statement of claims, outlining how you meet the Professional/Technical skills and the Behavioural Capabilities outlined in the Position Description. You should also provide a current curriculum vitae including the details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Denise Caldwell (02) 6207 9800 denise.caldwell@act.gov.au

ACT Courts and Tribunal

Supreme Court

Supreme Court Registrar's office

**Executive Assistant to Registrar Supreme Court and Registrar Magistrates Court
Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 43221)**

Gazetted: 24 January 2020

Closing Date: 7 February 2020

Details: The role of Executive Assistant to the Registrars of the Supreme and Magistrates Court will provide high level administrative and practical support that assists the Registrars to exercise their functions. This will include maintaining effective and efficient administrative systems and procedures, diary management and maintenance of records in accordance with the *Territory Records Act 2002*.

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.

How to Apply: Interested applicants should provide a supporting statement of no more than two pages addressing the capabilities to perform the duties and responsibilities of the position, contact details of two referees and a current curriculum vitae.

Applications should be submitted via the Apply Button now.

Contact Officer: Jayne Reece (02) 6207 1203 jayne.reece@courts.act.gov.au

Emergency Services

Governance and Logistics

Fleet and Logistics

Air Base Operator

General Service Officer Level 7 \$63,365 - \$66,914, Canberra (PN: C11074, Several)

Gazetted: 24 January 2020

Closing Date: 31 January 2020

Details: Act Emergency Services Agency (ESA) is looking for experiences and qualified Air Base Operators (ABO's) to join our team over the 2019-20 fire season. The primary role of an Air Base Operator is to mix firefighting suppressants and load these products into Large Air Tankers and Single Engine Air Tankers working from the Canberra Air Base.

An Air Base Operator is often required to work 10-12 hour shifts, working through the summer months at the Canberra Airport. ESA has upcoming vacancies for casual positions at the portable air base situated on the eastern side of the Canberra Airport, opposite the ESA Headquarters. The successful applicants will be required to form part of an availability roster with the majority of work required on weekends.

Due to the nature of air operations, short notice attendance may also be required. The successful applicants will only be required to work during daylight hours consistent with air operations.

The successful applicants must be able to maintain a high degree of reliability and consistency in following instructions from the Air Base Manager and be able to work under limited supervision. These positions are required to work under tight time pressure and can be exposed to hot exhaust wash and high noise. Applicants will also be required to work outside on an open airfield exposed to the elements. Personal Protective Clothing will be provided.

The ACT Public Service is committed to building a culturally diverse workforce and 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: Possession of a current driver's licence and the ability to obtain and hold an Aviation Security Identification Card (ASIC).

Must also be in possession of, and have relevant experience in:

PUAFIR209 Work Safely around Aircraft

PUAFIR313 Operate Aviation support equipment

Successful applicants may be subject to undertake a fitness for task assessment identical to ACT Rural Fire Service, if one has not been completed in the past 12 months. (3.6km walk carrying 11kg completed in under 30mins).

Note: These are casual positions available immediately for up to four months and the completion of the 2019-20 fire season. The ESA will also consider Air Base Managers (ABM) with appropriate qualifications and experience.

The successful applicants will be employed under a casual contract through the ACT Government, ACT Public Sector Infrastructure Services Agreement 2018-2021, at the GSO7 Level \$63,365

How to Apply: You should provide contact details of at least one referee, a current curriculum vitae and a written response, no longer than one A4 page demonstrating your Skills, Knowledge and Experience in relation to the duties and responsibilities listed in the Position Description.

Applications should be submitted via the Apply Button now.

Contact Officer: Clinton Mcalister 0408752331 clinton.mcalister@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.

ACT Corrective Services

Operational Support

Team Leader - Quality Assurance

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 46235)

Gazetted: 29 January 2020

Closing Date: 14 February 2020

Details: ACT Corrective Services (ACTCS) is seeking a highly motivated and experienced person to fill the position of Quality Assurance Team Leader (SOGC), Executive Support and Governance. The successful applicant will be responsible for managing the implementation of the ACTCS Quality Assurance and Risk Management Frameworks. You will also ensure effective governance arrangements are in place and support decision making within ACTCS. In addition, you will develop and implement a yearly audit schedule in line with the quality assurance framework, plan and manage quality assurance and compliance activities and identify thematic trends of concern relating to operational compliance.

Further to this, you will monitor strategic and operational risks, review ACTCS' business continuity arrangements on a regular basis and prepare a range of written documentation including development of audit scopes, reports and recommendations for business process improvements. To be successful, you will demonstrate experience in governance and risk management, exceptional communication and interpersonal skills and display high-level research and analytical skills. You will also demonstrate an ability to develop and compose complex workplace documents.

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:

A degree or equivalent in a technical field in compliance/risk management/auditing.

A minimum of five years relevant experience is highly desirable.

The successful candidate will be required to undergo a National Police check.

Driver's licence is essential.

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.

How 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; (3) the names and contact details of two referees (one should be a current Supervisor/Manager). Please ensure you submit all three items.

Applications should be submitted via the Apply Button now.

Contact Officer: Laila Kazak (02) 6207 9289 laila.kazak@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

Chief Operating Office Group

Finance

Finance Officer

Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 20400)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: Join Transport Canberra and City Services as we make Canberra attractive, safe and easy to move around. We offer rewarding careers with great benefits, where you will work on projects that make a difference to the everyday lives of your family, friends and community.

The Chief Operating Officer (COO) Group oversees corporate business operations and provides essential services and support to each area within TCCS. The Finance Branch sits within the Chief Operating Officer Group and is responsible for facilitating the management of the Directorate's budget and providing financial advice to the Minister, the Executive Leadership Team, Executives and line managers.

The Branch plays a key role in developing strategic approaches to improving financial management practices, cost effectiveness and resource allocation across the Directorate and co-ordinating the Directorate's budget and financial processes. The Finance Branch works closely with the Shared Services to provide financial services, accounting and reporting capabilities of the Directorate.

This position is part of a small and dynamic team reporting to the Director, Finance. The position provides business units within the Transport Canberra Operations branch with reporting and advice on a range of financial issues. The occupant of the position will have the opportunity to undertake a diverse range of tasks including, but not limited to, management of accounts and financial reconciliations, assist in monitoring the annual capital works program, requesting capital funding through the draw down process and reporting on outstanding debtor accounts.

Note: This is a temporary position available immediately for 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: If the above sounds like you and you want to be part of a dynamic and dedicated team please submit a two page written application addressing your suitability for the role against the Selection Criteria included in the Position Description, a current curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Berk Canturk (02) 6207 0875 berk.canturk@act.gov.au

City Services

City Presentation

Domestic Animal Services

Business Support Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 46210)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: Do you want the opportunity to work with great people in a rewarding career that shapes our city's future? Do you want your work to make a difference to the everyday lives of Canberrans? Domestic Animal Services (DAS) is seeking applications from highly motivated, resilient and committed people to fill the role of Business Support Officer. As the Business Support Officer, you will respond to customer enquiries and directly support the team to ensure the effective operation and management of the facility and provide the highest standard of customer service in all communications with internal stakeholders and members of the community.

As the role relates to the management and control of domestic animals, specifically dogs, you will be required, from time to time, to interact and handle domestic animals that present to the facility. Role specific training will be provided to ensure your safety in the performance of the 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: Mandatory: Unrestricted 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.

Desirable: Experience in working in a frontline operational customer service environment.

National police checks and Medical assessments will be undertaken.

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. As part of this role, occasional weekend work will be required.

How to Apply: Applicants are asked to supply a written application addressing the Selection Criteria limiting responses to 350 words per criteria, along with current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Button now.

Contact Officer: Belinda Cox (02) 6205 9998 belinda.cox@act.gov.au

City Services

ACT NoWaste

Waste Regulation

Regulatory Support Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 38604)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: The Waste Regulation team has responsibility for administering the Territory's waste legislation – the *Waste Management and Resource Recovery Act 2016* (Waste Act). The Waste Act aims to reduce landfilling, increase recycling and reuse, and drive best practice, innovation and investment in the waste sector. The Waste Act provides a framework to regulate all waste facilities and waste transporters, and requires the reporting of all waste movements into, out of and within the ACT, as well as to support the ACT Container Deposit Scheme.

We are looking for someone to provide broad support to the various regulatory activities conducted under the Waste Act; with a particular focus on waste facilities and waste transporters. This will include assessing applications, preparing briefing and correspondence, communicating with a wide range of stakeholders, planning and conducting inspections and audits, and assisting in enforcement actions.

Our ideal candidate will be someone open to change, who has the ability to think creatively to solve difficult problems, and has the courage to ask why – why do we do what we do, is there a better way to do it, and what can I do to put in place a more efficient and effective solution?

Eligibility/Other Requirements:

Compliance Requirements / Qualifications

Mandatory

Experience working in an environment undertaking a range of regulatory activities such as compliance monitoring, auditing, enforcement, and/or investigation.

As a minimum, a current Class C Drivers Licence or equivalent.

Desirable

Regulatory qualifications including Certificate IV in Government (Statutory Compliance), Certificate IV in Government (Investigations), Certificate IV in Quality Audit, or equivalent.

A Work, Health and Safety Construction Induction "White Card", first aid qualification, and completion of personal safety training (such as Situational Awareness).

Important Note: The Officer must meet suitability requirements for consideration for appointment as an Authorised Person under the Act. These requirements include demonstrated experience, relevant qualifications, and being of good character. Appointment as an Authorised Person will be made at Tier 1 level for an Officer who meets all of the requirements as outlined the *Waste Management and Resource Recovery Act 2016 – Authorised Person Appointment Policy* (the Policy). Appointment as an Authorised Person will be made at Tier 2 level for an Officer who does not yet meet the qualifications and/or experience requirements as outlined in the Policy.

The requirement to be of good character is mandatory for appointment to this position (as either a Tier 1 or Tier 2 Authorised Person).

Note: This is a temporary position available for a period of 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants are asked to supply a written application addressing the Selection Criteria limiting responses to 350 words per criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Button now.

Contact Officer: Alex Taylor (02) 6207 3468 alex.taylor@act.gov.au

Chief Operating Officer Group

Chief Information Office

Deputy Chief Information Officer - Senior Director

Senior Officer Grade A \$147,006, Canberra (PN: 38427)

Gazetted: 28 January 2020

Closing Date: 11 February 2020

Details: The role of the Chief Information Office (CIO) within Transport Canberra and City Services (TCCS) is to deliver high quality governance services, systems and advice to support the Directorate in achieving its strategies, goals, policies, program outcomes and deliverables. CIO has responsibility for the Office of the CIO, Portfolio Management Office, Operational ICT and Systems and Information Management, all which are enablers in the support of TCCS.

Eligibility/Other Requirements: The successful applicant will have extensive experience in the management of ICT services and portfolio, program and project management in a complex and diverse environment. High level skills in public sector and business management and a demonstrated ability to manage delivery of outcomes.

Qualifications in Project Management would be highly desirable.

How to Apply:

Applicants should address the following criteria (300 words maximum per criteria):

Demonstrated strong leadership capability with experience building, managing and leading high performance teams made up of a range of technical and diverse members.

Demonstrated ability to deliver ICT projects.

Demonstrated highly developed IT and digital analytical, conceptual research and written communication skills, including developing ICT Strategies, Operational Plans and Business Cases.

Demonstrated experience in Project Management managing projects, programs and portfolios in the ICT sector with an extensive knowledge of IT and Digital project establishment, planning, operations, design and deployment.

Applications should be submitted via the Apply Button now.

Contact Officer: Debbie Butt (02) 6205 8581 debbie.butt@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 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

Development

Project Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 37999)

Gazetted: 29 January 2020

Closing Date: 12 February 2020

Details: The City Renewal Authority is leading the transformation of the city renewal precinct, which spans Dickson, Northbourne Avenue, Civic and West Basin.

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.

This position sits within the Development team and is responsible for the management of various projects including design and planning related projects and place activation events as well as providing support to the broader City Renewal team.

Note: This is a temporary position available immediately until 20 November 2020. Selection may be based on application and referee reports only.

How to Apply: Applicants are to address the Selection Criteria located in the Position Description and provide a current curriculum vitae and the names and contact details of two referees. Please limit your response to a maximum of two pages.

Applications should be submitted via the Apply Button now.

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

Canberra Health Services

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

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

Clinical Services

Medicine

Cardiology

Clinical Nurse Consultant Cardiology Rehabilitation and Outpatients

Registered Nurse Level 3.2 \$122,360, Canberra (PN: 22147)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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, Alcohol and Drug Services.

Overview of the work area and position

This Clinical Nurse Consultant position is responsible for the operational management and clinical leadership of the Cardiac and Heart Function Rehabilitation programs, the Heart Function Service, Cardiology Outpatient Nursing and the Arrhythmia Nurse Service. These services provide inpatient and outpatient services to patients with cardiovascular disease and arrhythmias, Heart Failure and Cardiothoracic patients.

The main responsibility of the CNC is to support the registered nurses in the services to provide high quality care, advanced nursing assessment skills, education, support and counselling to individuals and patient groups at risk of or affected by Cardiovascular Disease. The services work closely with multidisciplinary teams utilising their skills, to deliver a holistic model of care. Education in these services promote optimal self-management principles using and supported by evidence based practices. The services are delivered in the inpatient, pre-operative and outpatient settings, and in the early stages after discharge. The activities required of this role at this level are predominately clinical in nature, however excellent management and leadership skills to these services is paramount.

Eligibility/Other Requirements:

Mandatory:

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

Tertiary qualifications in Management or equivalent.

Current driver's licence.

Desirable:

Certification relating to relevant cardiovascular nursing speciality, or equivalent.

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

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

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

Contact Officer: Margaret McManus (02) 5124 2619 margaret.mcmanus@act.gov.au

Clinical Services

Medicine

Clinical Forensic Medical Services

Clinical Nurse Consultant

Registered Nurse Level 3.2 \$122,360, Canberra (PN: 23979)

Gazetted: 30 January 2020

Closing Date: 12 February 2020

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.

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, Alcohol and Drug Services.

Overview of the work area and position:

CHS Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Clinical Forensic Medical Services (CFMS) is a medical unit within CHHS and is the locally based well established clinical service that provides forensic medical care to patients from the ACT and surrounding areas for Clinical Forensics ACT (CFACT) (medical services to the Australian Federal Police), a contracted medical services to the AFP, Forensic and Medical Sexual Assault Care (FAMSAC), the CHS based sexual assault service for medical care and forensic medical assessments including injury documentation for victims of domestic violence, and the 'Fitness To Drive Medical Clinic' (FTDMC). Under the direction of the CFMS Medical Director the CNC role is responsible for the provision of high-level clinical co-ordination of the CFMS services. High level quality customer service is integral with confidentiality and access to sensitive documents. The successful applicant will be required to work as part of a multidisciplinary team and provide support on the roster with on-call and call out services.

Eligibility/Other Requirements

Mandatory:

Registered (or eligible for registration) as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA),

Ability to hold and retain an AFP Security Clearance,

Hold a current driver's licence

Qualifications in the area of sexual assault or forensic nursing.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check,

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

Contact Officer: Marg McManus (02) 5124 2619 margaret.mcmanus@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Home Assessment and Acute Response Team

Registered Nurse

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 29219)

Gazetted: 30 January 2020

Closing Date: 7 February 2020

Details: Canberra Health Services

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.

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

MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance of well-being and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients.

MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including people's home. These services include:

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services

Justice Health Services

Rehabilitation and Specialty Mental Health Services

This exciting temporary opportunity is based with Home Assessment and Acute Response Team (HAART) a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). The ACMHS provide services for people aged over 18 years and has a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new Model of Care (MoC) is underpinned by principles of recovery and aims to:

Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions.

Clarify and delineate the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact.

Provide optimal treatment for people in their homes and community as effective hospital diversion.

Relevant to this position the HAART team provides community in-reach into inpatient units to facilitate early discharge, hospital diversion, outreach assessment and treatment to people experiencing and living with a severe mental illness and complex needs in a community setting.

HAART operates an extended hour's service, operating seven days a week and the position holder will be required to work a rotating roster including morning, evening shifts, on call arrangements and public holidays.

The successful applicant will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies.

The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. Importantly the new model of care will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care.

The position reports to a Team Leader who is based on site and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants).

This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Minimum 24 months nursing experience in a mental health related area of employment.

Desirable:

Post Graduate Qualification in Mental Health Nursing or working towards such, and

Current driver's licence. Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

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

How to Apply: *For more information on this position and how to apply "click here"*

Contact Officer: Jade Nolan (02) 51241567 jade.nolan@act.gov.au

Clinical Services

Women Youth and Children

Department of Neonatology

Neonatal Care Coordinator

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 41652)

Gazetted: 30 January 2020

Closing Date: 14 February 2020

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.

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, Alcohol and Drug Services.

Overview of the work area and position:

The Department of Neonatology is the only tertiary level 5-6 neonatal unit in the ACT and surrounding NSW. It includes Intensive Care (NICU), Special Care (SCN), ACT NETS retrieval service, Newborn and Parent Support Service and NICU Growth and Development Clinic. NICU and SCN have 28 funded beds with the growth capacity of 34 beds. There are approximately 3,800 births per year in CHWC, and 700 neonatal admissions to the Unit. The facility offers individualized family centred care in a developmentally appropriate and technologically state-of-the-art environment.

As the Neonatal Care Coordinator you will lead and manage the coordination and discharge of neonates with complex care needs and their families in the Department of Neonatology. In the role you will be pivotal in

supporting families through the journey from antenatal care to discharge while supporting staff to achieve excellence in clinical practice, standards of care and improved outcomes throughout the patient journey.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Post-graduate qualifications in Neonatal Nursing

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

Note:

This is a temporary part-time position (24 hours per week) available for eight months, with possibility of extension and the full-time salary noted above will be pro-rata.

Contact Officer: Kerry Pope (02) 5124 7309 kerry.pope@act.gov.au

Chief Operating Officer Clinical Services

Medicine

Registered Nurse- Diabetes Educator

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 44301)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: Canberra Health Services

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.

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: The CHS Health Diabetes Service is a multidisciplinary team comprising medical, nursing and allied health professionals. The service provides a coordinated and integrated service between the Canberra Hospital and various community based locations within the ACT. The service provides diabetes care and treatment across the continuum for pre-diabetes, children, adolescents and adults, women during pregnancy, Type 1 and Type 2 diabetes.

This nursing role requires the ability to provide appropriate skilled clinical assessment and intervention for clients with diabetes across CHS Health Campuses.

The Diabetes Nurse will be responsible professionally to the Senior Nurse Clinician of the CHS Diabetes Service.

Eligibility/Other Requirements

Mandatory:

Be registered as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

Must hold a current driver's licence.

Desirable:

Post-graduate qualifications from a university or tertiary institution in Diabetes Education. Is an Australian Diabetes Educators Association (ADEA) credentialed diabetes educator or is working towards a post-graduate certificate in Diabetes Education.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Comply with ACT Health credentialing requirements for allied health.

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

Note

You may be expected to work in a variety of diabetes areas and locations within CHS.

How to Apply: For more information on this position and how to apply “[click here](#)”

Contact Officer: Lynelle Boisseau (02) 6174 7601 lynelle.boisseau@act.gov.au

Clinical Services

Division of Surgery

Acute Surgical Unit

Clinical Development Nurse, Acute Surgical Unit

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 19491)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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, Alcohol and Drug Services.

Overview of the work area and position:

The Acute Surgical Unit is a 16 bed unit, under the division of surgery, caring for patients in the acute phase of an actual or potential surgical complaint. Patients are primarily admitted under the Acute Surgical Unit team, as well as other surgical specialties when required, who have an expected short length of stay. We are a small team of dedicated nurses striving to provide positive outcomes for patients by promoting best practice and supporting each other in a fast-paced environment.

The Clinical Development Nurse (CDN) is expected to have a demonstrated competence in advanced nursing practice and provide guidance to less experienced nursing staff and students. The applicant will have operational responsibility to the Clinical Nurse Consultant.

The CDN will be required to demonstrate experience in clinical teaching and a sound knowledge of adult learning principles to support ongoing clinical education, precept new and junior staff, mandatory skills assessment and competency assessment processes within the clinical space.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Three years full time post registration in nursing

Experience and demonstrated clinical competencies in surgical nursing

Post graduate qualification or working towards a higher degree in education, or cert IV in training and assessment
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.

Note:

This is a part-time position at 32 hours per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Jeanine Young (02) 5124 3375 jeanine.young@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Mental Health Services

Registered Nurse

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 23288, several)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

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.

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

The Older Persons Mental Health Community Team is a specialist mental health assessment and care service for people over the age of 65 years who have, or are suspected of having, a complex mental illness. The multidisciplinary team works within a clinical management model to provide mental health assessment and treatment services within a recovery framework. The Team consists of three sub-teams, the Assessment Team, the Clinical Management Team and the Intensive Treatment Service.

The Assessment Team is responsible for the management of referrals, providing initial assessments, clarification of treatment goals and short term treatment. The Clinical Management Team provides longer term follow up to people who present with moderate to severe complexities. The Intensive Treatment Service provides a home based service to people who are in an acute phase of their mental health condition, as an alternative to a mental health inpatient admission.

This is a clinical position that will sit within any the three sub teams providing direct person-centered care. At this level the RN2 will provide mental health services to people who present with moderately complex mental health conditions, including the provision of sound assessment, recovery planning, clinical coordination and therapeutic interventions to achieve sound outcomes for people. The RN2 will contribute their expertise to the multidisciplinary team, provide supervision to staff at Levels RN1 and participate in quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements

Mandatory:

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

Must hold a current driver's licence.

Desirable:

Post Graduate qualifications in Mental Health Nursing, or working towards.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note

There are two positions available and an order of merit list may be established to fill future vacancies at level over the next 12 months. Selection may be based on written application and referee reports only.

How to Apply

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

Contact Officer: Caroline Lansley (02) 5124 1980 caroline.lansley@act.gov.au

Clinical Services

Rehabilitation, Aged and Community Services

Acute Care of the Elderly Unit

Clinical Development Nurse

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 43115)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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

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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.

Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University.

Overview of the work area and position:

Canberra Health Services providing multidisciplinary rehab, aged and community-based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, Independent Living Centre in Weston and University of Canberra Hospital (UCH). The main priorities of this position are to coordinate education and promote a learning culture within the Sub-Acute Geriatric Unit and Geriatric Assessment and Planning Unit.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Certificate IV in Training and Assessment.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

Note: This is a temporary position available for a period of 13 months.

Contact Officer: Mercy Lukose 0432 131 084 mercy.lukose@act.gov.au

Clinical Services

Rehabilitation, Aged and Community Services

Community Care Program

Clinical Development Nurse

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 41958)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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:

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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.

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, Alcohol and Drug Services.

Overview of the work area and position:

Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehab, aged and community-based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Our staff are committed to the delivery of health services that reflect ACT Health's values: care, excellence, collaboration and integrity.

Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. This new hospital, the University of Canberra Public Hospital (UCPH) is part of ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population.

A number of RACC services work collaboratively with the individuals, his/her carers and other services within and external to ACT Health.

The Community Care Program (CCP) Community Nursing Service delivers a range of community-based technical nursing services to residents of the ACT. These services include wound care, continence management, stoma care, post-acute support, palliative care, and end of life care. Services are delivered in a clinic or domiciliary setting.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Must hold a current Australian driver's licence,

Relevant post graduate qualifications and recent experience in a wide range of clinical hospital and/or community health applicable to the position

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: Carmel Brayne (02) 5124 1484 carmel.brayne@act.gov.au

Clinical Services

Women, Youth and Children

Maternity and Gynaecology Outpatient's Department

Vulnerable Women Midwife

Registered Midwife Level 2 \$94,409 - \$100,061, Canberra (PN: 22871)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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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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

We are looking for a registered midwife to provide a coordinated approach to women with complex needs. This may include women with complex social and mental health needs, women from culturally and linguistically diverse backgrounds, and adolescent and young pregnant women. The position involves working weekdays in the Maternity Outpatients Department and also providing an outreach service to other areas such as the CHS Alcohol and Drug Service. This midwifery role functions as part of the Maternity Outpatients multidisciplinary team including coordination and liaison with the multidisciplinary team to link support services for vulnerable pregnant women.

Eligibility/Other Requirements:

Mandatory:

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

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note:

This is a temporary position available for a period of six months with the possibility of permanency. This position is part-time at 24 hours per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Julianne Nissen (02) 5124 7369 julianne.nissen@act.gov.au

Clinical Services

Women, Youth and Children

Maternity Outpatients

Child Birth Education and Maternity Outpatients Midwife

Registered Midwife Level 2 \$94,409 - \$100,061, Canberra (PN: 31403)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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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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:

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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

We are looking to recruit an experienced, energetic and enthusiastic midwife to co-ordinate and facilitate our Childbirth Education curriculum. This position is a temporary position to cover maternity leave.

You will be responsible for the coordination and evaluation of our evidence based Childbirth Education program - relating to pregnancy, childbirth and early parenting. This role will also involve the provision of group facilitation and the ongoing support and education of the CBE team. The full time position will include providing clinical care to women within the Maternity Outpatients Department.

Eligibility/Other Requirements:

Mandatory:

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

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note:

This is a temporary position available for 12 months.

Contact Officer: Chris Wilson (02) 5124 7368 chris.wilson@act.gov.au

Clinical Services

Medicine

Renal

Registered Nurse Renal Home Therapies

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 46388)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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

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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:

The Renal Network offers a range of services for patients with various stages of renal impairment across ACT and Southern NSW. These include Chronic Kidney Disease clinics, acute, satellite and home dialysis services, pre and

post transplantation services, hypertension clinics and a supportive care clinic. This team has a multidisciplinary approach with an emphasis on research and evidence based practice and is committed to partnering with patients to provide excellent care.

The Renal Home Therapies nurse will work with the home therapies team to deliver pre dialysis education, training and monitoring of home dialysis patients both peritoneal dialysis and home haemodialysis. This position includes participation in provision of after-hours care including the on call roster.

The position is based at the Canberra Hospital in the ACT and reports to the Clinical Nurse Consultant of Renal Home Therapies

Eligibility/Other Requirements:

Mandatory:

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

Current valid driver's licence.

Desirable:

Post graduate studies relevant to the speciality field.

A minimum of two years full time equivalent post registration experience in Renal Replacement Therapies nursing.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

Note: This is a part-time position at 20 hours per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Allyson Calvin (02) 5124 4399 allyson.calvin@act.gov.au

Clinical Services

Cancer and Ambulatory Services

BreastScreen ACT

Nurse Counsellor

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 28729, several)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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

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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

The Cancer and Ambulatory Support Division provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings.

BreastScreen ACT is part of the BreastScreen Australia screening program. The Service offers free breast screening to women aged 40 years and over living in the ACT. The Program has a target age group of women between 50 and 74 years. BreastScreen ACT provides screening at three sites located in the Canberra City, Phillip and Belconnen Health Centres. All administrative support and assessment clinics are carried out in the Canberra City clinic.

We have two part-time positions available for highly skilled and motivated individuals to work as a members of a multidisciplinary team in accordance with the aims and objectives of the National BreastScreen Program. The principle duties include direct clinical services to women, counselling and referral of women, to promote best practice outcomes. Other duties include data management and participation in quality and health education/promotion projects.

The successful applicants will have demonstrated high-level communication skills and the ability to provide professional leadership. Relevant work experience in women's health, counselling services or breast cancer nursing is essential. (Tertiary qualifications or relevant experience in counselling would be an advantage).

Eligibility/Other Requirements:

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA), Holds or is working towards tertiary qualifications (or equivalent) in counselling, women's health and/or breast cancer nursing.

Desirable:

Tertiary qualifications and/or relevant experience in counselling,

Must hold a current driver's licence.

Please note 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.

Note:

There is 1.4 positions available. Hours and job share arrangements negotiable.

Contact Officer: Christy Fox (02) 51241826 christy.fox@act.gov.au

Clinical Services

Women Youth and Children

Department of Nursing and Midwifery

Clinical Development Midwife – Maternity Services

Registered Midwife Level 2 \$94,409 - \$100,061, Canberra (PN: 12860)

Gazetted: 30 January 2020

Closing Date: 14 February 2020

Our Vision: creating exceptional health care together

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

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:

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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:

The Clinical Development Midwife position supports all midwives within the Centenary Hospital for Women and Children. This position also provides support for newly graduated midwives, through an intensive orientation program and provide extensive educational and clinical support throughout the Maternity Unit for all staff through department wide in-service and education activities. The Clinical Development Midwife will be supported by the Clinical Support Midwife and Clinical Midwife Managers to work within their full midwifery scope of practice across all areas of Maternity.

Eligibility/Other Requirements

Mandatory:

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

Eligibility for membership of the Australian College of Midwives

Extensive experience as a Registered Midwife across the full scope of practice

Desirable:

Postgraduate qualifications in relevant field e.g. Midwifery, Child and Family Health and/or Clinical Leadership

Other: The successful applicant will be required to undertake "Train the Assessor" training through Capability if they do not hold a similar qualification such as Certificate 4 in Training and Assessment.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note: This is a temporary part-time position available for a period of 12 months at 28 hours per week (seven shifts per fortnight). The full-time salary noted above will be paid pro-rata.

Contact Officer: Raelene Garrett- Rumba (02) 51247561 raelene.garrett-rumba@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Mental Health

Neuropsychologist

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 22804)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

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 focused 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.

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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

Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients.

The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home.

An exciting opportunity exists for a Clinical Neuropsychologist to join the friendly and supportive MHS Neuropsychology team within Rehabilitation and Speciality Mental Health Services. The team provides high quality neuropsychological services to the Division including evidence-based assessment and intervention to consumers across all programs of MHJHADS, including:

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services

Secure Mental Health Inpatient Services, and

Older Person's Community Mental Health Team; MHS-Intellectual Disability team; Adult Mental Health Rehabilitation Unit and the Adult Mental Health Day Service, within Rehabilitation and Specialty Mental Health Services.

The team also provides consultation and in servicing of staff, supervision of psychologists and provisional psychologists, and advice to the Division on matters relating to neuropsychological assessment and intervention. The overall functions of the Clinical Neuropsychologist will:

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

Provide individual or group service delivery.

Perform normal professional work under general professional guidance.

May perform novel, complex, critical or difficult tasks with professional supervision.

Participate in the supervision and training of other staff, as directed.

The Clinical Neuropsychologist position reports to the Team Manager of MHS Neuropsychology role, who will also provide clinical supervision.

Eligibility/Other Requirements

Mandatory:

Postgraduate Psychology qualification - Masters/Doctoral degree in Clinical Neuropsychology

General Psychology registration with the Psychology Board of Australia via the Australian Health Practitioner Regulation Agency (AHPRA).

Registration requirement - Area of Practice Endorsement in Neuropsychology and eligibility to supervise higher degree students. Please note that applicants with an AOPE but who are not yet a Board approved supervisor, are still encouraged to apply.

Minimum of three years (ideal five years) post qualification. Please note however, that applicants with greater than 12 months experience are also encouraged to apply.

Desirable:

Previous work experience in a mental health setting.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

Note

This is a part-time temporary position available at 18.37 hours per week and the full-time salary noted above will be paid pro-rata. This position is available for a period of six months with the possibility of extension.

Psychologists employed by MHJHADS may be eligible for the Mental Health Psychologist Allowance under the provisions of the ACT Public Sector Health Professional Enterprise Agreement 2018-2021. Refer to Annex C of the Agreement or speak to the Contact Officer listed to find out if you could be eligible.

How to Apply

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

Contact Officer: Lainie Hart (02) 5124 1269 lainie.hart@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Justice Health

Occupational Therapist

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 37371)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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

Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities of CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health, Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include:

Adult Acute Mental Health Services;

Adult Community Mental Health Services;

Alcohol and Drug Services;

Child and Adolescent Mental Health Services (CAMHS);

Justice Health Services; and

Rehabilitation and Specialty Mental Health Services.

Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DMHU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age. The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services. The Extended Care Unit (ECU) is a specialist mental health facility adjacent to Calvary Hospital in Bruce. The ECU sits within the Stepped Care Model of mental health care, providing medium term residential care for people who require rehabilitation and support to transition into the community setting. The ECU provides a range of contemporary, community focused rehabilitation interventions, programs and services.

DMHU offers 10 acute care beds and 15 rehabilitation beds and the ECU has 5 beds for community transition. Both units are managed by the Justice Health Services (JHS) program in the MHJHADS Division. At this level it is expected this role will be an integral member of the Multi-disciplinary team and will provide, under reduced supervision, high quality occupational therapy services that will achieve sound outcomes for people within a therapeutic secure environment. In addition to core skills in mental health practice, the occupational therapist will offer a range of assessments, therapeutic interventions and high quality programs specifically targeted at promoting people's optimal engagement and participation in meaningful activities, as well as addressing functional and occupational issues. The Occupational Therapist will contribute to all stages of a person's journey, from the time of admission through to their preparation and transition to other settings. All staff are required to undertake professional development activities, and participate in supervision, quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory:

Be registered or eligible for registration with Occupational Therapy Board of Australia.

Eligibility for professional membership of Occupational Therapy Australia.

Minimum of three years (ideal five years) post qualification

Current driver's licence.

Desirable:

Previous experience in mental health service or forensic/custodial service.

Previous experience in an inpatient mental health facility.

Prior to commencement successful candidates will be required to undergo a pre-employment National Police check.

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

Contact Officer: Emily Brown (02) 5124 1686 emily.p.brown@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Occupational Therapist/Psychologist/Social Worker

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 14434)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: About us: Mental Health, Justice Health and 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, 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:

ACT Wide Mental Health Services (ACT Wide MHS)

Adult Community Mental Health Services (ACMHS)

Adult Acute Mental Health Services (AAMHS)

Alcohol and Drug Services (ADS)

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services (JHS)

Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. The CAMHS teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. The Cottage Adolescent Day Program is a therapeutic group program for young people between the ages of 12 and 18 in the ACT who are experiencing moderate to severe mental health issues. The Cottage has a recovery focus and the program aims to reduce the severity of mental health symptoms to achieve functional gains in schooling, social functioning and fostering life skills. This role will be to conduct assessments, clinically manage and facilitate individual and therapeutic group programs for children and young people with mental health issues.

The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

For Occupational Therapy:

- Degree (or recognised equivalent) in Occupational Therapy
- Registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA)
- Eligibility for professional membership of Occupational Therapy Australia
- Must hold a current driver's licence.

For Psychology:

- Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA)
- Must hold a current driver's license.

Highly Desirable:

Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students

For Social Work:

- Degree in Social Work
- Eligibility for membership of the Australian Association of Social Workers
- Registration or eligibility for registration under the *Working with Vulnerable People Act 2011*
- Must hold a current driver's licence.

Highly desirable for all disciplines:

- Minimum of three years (ideal five years) post qualification
- Experience in working with children and young people.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

Note: Please note this is a full-time permanent position, however part-time hours may be considered. An order of merit list may be established to fill future vacancies at level over the next 12 months. Psychologists employed by MHJHADS may be eligible for the Mental Health Psychologist allowance under the provisions of the ACT Public Sector Health Professional Enterprise Agreement 2018-2021. Refer to Annex C of the Agreement or speak to the Contact Officer listed to find out if you could be eligible.

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

Contact Officer: Jessica Ross (02) 5124 1880 jessica.ross@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Counselling and Treatment Service

Counsellor

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 31010)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: Canberra Health Services

Our Vision: creating exceptional health care together

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

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:

The Alcohol and Drug Service is a multidisciplinary service within Canberra Health Services providing a range of specialist services for people affected by alcohol and other drug use. The Counselling and Treatment Service (CTS), Alcohol and Drug Service is a part of Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS), which is a contemporary, evidence-based service providing high quality care, guided by principles of harm minimisation. CTS is a free outpatient government service that provides central telephone intake assessment services for all programs offered by Alcohol and Drug Services as well as information and referral to other local and interstate alcohol and other drug treatment services. The core business of CTS is the provision of counselling, psychotherapy and a range of psycho educational and therapeutic groups. Services are offered to people from 12 years throughout the lifespan, with hazardous or harmful alcohol and other drug use as well as substance abuse

and substance disorders. CTS also offers treatment for a range of psychosocial problems that either result in or derive from the presenting substance use difficulties. Brief interventions are available for people affected by the substance use of a loved one. CTS utilises a client-centred, stepped, integrated model of treatment. In offering client centred care, clinicians work collaboratively with clients in such a way that respects their experience, expertise, perceptions and goals. Client centred care appreciates that clients have the right to set their own goals, draw their own conclusions and make their own choices about treatment. CTS are a multi skilled team of health professionals and services are provided to the community both within community health centres and custodial environments. This role is a mandatory qualified position and will require recent demonstrated experience in the provision of comprehensive assessments, counselling and group work to adults. Training and experience in providing Dialectical Behaviour Therapy (DBT) counselling and facilitating DBT groups would be an advantage. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

For Social Work:

Tertiary qualification in Social Work

Eligibility for membership of the Australian Association of Social Workers.

If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in Canberra Health Services facilities, the person occupying this position will be required to comply with Canberra Health Services credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

For Psychology:

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

If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this position will be required to comply with Canberra Health Services credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

Highly Desirable:

Psychology Board of Australia endorsement or eligibility for endorsement as Principal and/or Secondary supervisor for 4+2 Internship program.

For Counselling:

Eligible qualification pathways:

Pathway 1:

Minimum five-year full-time (or part-time equivalent) sequence of study made up of:

(i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (psychology, social work, occupational therapy or other discipline considered relevant)

AND

(ii) Minimum two-year full-time (or part-time equivalent) post-graduate study in counselling via a Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA) accredited course;

OR

(iii) Three-year part-time Australian and New Zealand Association of Psychotherapy (ANZAP) training in the Conversational Model.

Pathway 2:

Minimum three-year undergraduate Bachelor of Counselling degree via a PACFA or ACA accredited course

AND

(i) Minimum one-year full-time (or part-time equivalent) post-graduate study in counselling via a PACFA or ACA accredited course

OR

(ii) Three-year part-time ANZAP training in the Conversational Model.

Demonstrated evidence of eligibility for listing on the Australian Register of Counsellors and Psychotherapists (ARCAP) as either a Division A PACFA minimum Clinical Registrant or Division B ACA minimum Level 3.

If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in CHS facilities, the person occupying this

position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

Desirable:

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

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

How to Apply: For more information on this position and how to apply "[click here](#)"

Contact Officer: Sarah Walker (02) 512 41645 sarah.walker@act.gov.au

Chief Operating Officer Clinical Services

Surgery

Orthopaedics

Office Manager - TORU

Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 12013)

Gazetted: 30 January 2020

Closing Date: 7 February 2020

Details: Canberra Health Services

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.

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.

The Division of Surgery, Oral Health is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions / Extended Day Surgery Unit, Ophthalmology, specialist surgical ward areas, medical and nursing Outpatient services, and the Trauma and Orthopaedic Research Unit.

Overview of the work area and position

The Trauma and Orthopaedic Research Unit (TORU) is located within the Canberra Hospital. TORU was established by Professor Paul Smith and Dr Damian McMahon with the mission to undertake innovative trauma, orthopaedic and related research in clinical and fundamental sciences in order to advance the body of knowledge and improve clinical outcomes of musculoskeletal diseases.

TORU has a clinical arm and a laboratory arm. The clinical arm is based at Canberra Hospital and involves clinicians, research staff and graduate and post-graduate students in a range of projects. The laboratory arm has research facilities at the John Curtin School of Medical Research at the Australian National University and at Canberra Hospital. These two laboratories provide a nexus between clinical and laboratory research work that is so critical to translational research.

TORU is part of the ANU Medical School and supports orthopaedics by providing research teaching and mentorship for clinical staff and students. The senior TORU academics supervise higher degree candidates including PhD, MPhil as well as honours and medical student research projects. The leadership team includes staff, clinical associates and ANU academics. The office manager position is based at Canberra hospital within the TORU team and supports both the clinical and research teams.

Eligibility/Other Requirements

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 with the possibility of extension and/or permanency.

How to Apply: *For more information on this position and how to apply "click here"*

Contact Officer: Ryan Murray (02) 5124 4175 ryan.murray@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Justice Health

Registered Nurse

Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 37291, several)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

Our Vision: creating exceptional health care together

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

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.

Mental Health, Justice Health, Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients.

The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include:

Adult Acute Mental Health Services;

Adult Community Mental Health Services;

Alcohol and Drug Services;

Child and Adolescent Mental Health Services (CAMHS);

Justice Health Services; and

Rehabilitation and Specialty Mental Health Services.

The Justice Health Services, Dhulwa Mental Health Unit (DMHU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age.

The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services.

The Extended Care Unit (ECU) is a specialist mental health facility adjacent to Calvary Hospital in Bruce. The ECU sits within the Stepped Care Model of mental health care, providing medium term residential care for people who require rehabilitation and support to transition into the community setting. The ECU provides a range of contemporary, community focused rehabilitation interventions, programs and services.

DMHU offers 10 acute care beds and 15 rehabilitation beds and the ECU has 5 beds for community transition. Both units are managed by the Justice Health Services (JHS) program in the MHJHADS Division.

In this position it is expected you will actively complete assessments, planning, implementing and care of clients, including supporting and facilitating patient's community reintegration through therapeutic leave. You will also be required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes and the supervision of Enrolled Nurses.

Eligibility/Other Requirements

Mandatory:

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

Minimum 12 months nursing experience within a forensic, acute or mental health setting.

Current driver's licence.

Desirable:

Co-morbidity or Alcohol and Drug Service experience.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note

There are several temporary position available for a period of six months with the possibility of extension and an order of merit list may be established to fill future vacancies at level over the next 12 months.

How to Apply

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

Contact Officer: Tasha Lutz (02) 51241851 tash.lutz@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Social Worker, Occupational Therapist, Psychologist - Access Mental Health (AMHT)

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 40900)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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, Alcohol and Drug Services.

Overview of the work area and position:

Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance of well-being and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients.

MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including people's home. These services include:

- Adult Acute Mental Health Services
- Adult Community Mental Health Services
- Alcohol and Drug Services
- Child and Adolescent Mental Health Services
- Justice Health Services
- Rehabilitation and Specialty Mental Health Services

The Access Mental Health Team (AMHT) aims to improve the mental health and well-being of people who are residing in the Australian Capital Territory by facilitating access to high quality, integrated mental health services. The AMHT provides a centralised access process with the aim of providing an identified service entry point to undertake 24 hour triage and a thorough mental health assessment that will link people with the services that most appropriately meets their needs. This will ensure that people are able to access the right mental health service at the right time. AMHT aims to optimise recovery through the provision of an excellent community mental health care service. AMHT incorporates the guidelines and principles outlined in the Adult Community Model of Care, ensuring that the teams practice is current and is keeping pace with the changes occurring in the greater MHJHADS teams. The AMHT function is critical to identify and mitigate potentially life threatening risks for people calling the service.

The successful candidate will work under the supervision of senior clinicians to conduct phone and office based triage assessments, of persons who require mental health care. This work will primarily be based in the Belconnen Health Centre, however at times the location of this work may be at other settings in the community such as private residences and or health centres.

The role involves participating in a team to produce quality outcomes for the Canberra community, discussing planned care interventions in a multidisciplinary environment. This role will involve computer and phone work as well as face to face contact with persons from the community.

The position reports to a Team Leader who is based on site in the health centre and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists, Psychiatrists, Administration Officers and Allied Health Assistants).

Eligibility/Other Requirements:

Mandatory:

For Occupational Therapy:

Be registered or eligible for registration with Occupational Therapy Board of Australia.

Eligibility for professional membership of Occupational Therapy Australia.

Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service.

Current driver's licence.

For Psychology:

Be registered or be eligible for general registration with Psychology Board of Australia.

Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service.

Current driver's licence.

For Social Work:

Degree in Social Work.

Professional membership or eligibility for professional membership of the Australian Association of Social Workers (AASW).

Registration under the *ACT Working with Vulnerable People Act 2011*.

Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Comply with ACT Health 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.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Note: This is a temporary position available for a period of 12 months. There may be some driving involved in this role and the successful candidate will be expected to work on a 38 hour, seven day per week 24 hour rotating roster.

*Psychologists employed by MHJHADS may be eligible for the Mental Health Psychologist Allowance under the provisions of the ACT Public Sector Health Professional Enterprise Agreement 2018-2021. Refer to Annex C of the Agreement or speak to the Contact Officer listed to find out if you could be eligible.

Contact Officer: Julie Hanson (02) 6205 3266 julie.hanson@act.gov.au

Chief Operating Officer

Mental Health Justice Health Alcohol and Drug Services

Social Worker, Occupational Therapist, Psychologist - Home Assessment and Acute Response Team (HAART)

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 23743)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: Canberra Health Services

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: MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance of well-being and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including people's home. These services include:

- Adult Acute Mental Health Services
- Adult Community Mental Health Services
- Alcohol and Drug Services
- Child and Adolescent Mental Health Services
- Justice Health Services
- Rehabilitation and Specialty Mental Health Services

This exciting permanent opportunity is based with Home Assessment and Acute Response Team (HAART) a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). The ACMHS provide services for people aged over 18 years and has a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new Model of Care (MoC) is underpinned by principles of recovery and aims to:

- Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions
- Clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact
- Provide optimal treatment for people in their homes and community as effective hospital diversion.

Relevant to this position the HAART team provides community in-reach into inpatient units to facilitate early discharge, hospital diversion, outreach assessment and treatment to people experiencing and living with a severe mental illness and complex needs in a community setting.

HAART operates an extended hour's service, operating seven days a week and the position holder will be required to work a rotating roster including morning, evening shifts, on call arrangements and public holidays.

The successful applicant will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies.

The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes.

Importantly the new model of care will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care.

The position reports to a Team Leader who is based on site and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants).

This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements

Mandatory:

For Occupational Therapy:

- Be registered or eligible for registration with the Occupational Therapy Board of Australia.
- Eligibility for professional membership of Occupational Therapy Australia.
- Applicants must have a minimum of 12 months paid work experience, post-qualification, in a related/relevant organisation/service.

For Psychology:

- Be registered or be eligible for general registration with Psychology Board of Australia.
- Applicants must have a minimum of 12 months paid work experience, post-qualification, in a related/relevant organisation/service.

For Social Work:

- Degree in Social Work.
- Professional membership or eligibility for professional membership of the Australian Association of Social Workers (AASW).
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.
- Applicants must have a minimum of 12 months paid work experience, post-qualification, in a related/relevant organisation/service.

Other qualifications:

- Current passenger vehicles driver's licence.

Desirable:

- Have an understanding of working in an adult community mental health service.
- For Psychology: Approved or eligible for approval as a Psychology Board of Australia Supervisor.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

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

Contact Officer: Jade Nolan (02) 5124 1567 jade.nolan@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Child and Adolescent Mental Health

Childhood Early Intervention Clinician

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 20269)

Gazetted: 30 January 2020

Closing Date: 14 February 2020

Details: Canberra Health Services

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.

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

Mental Health, Justice Health and 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, 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:

ACT Wide Mental Health Services (ACT Wide MHS)

Adult Community Mental Health Services (ACMHS)

Adult Acute Mental Health Services (AAMHS)

Alcohol and Drug Services (ADS)

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services (JHS)

The role is with the childhood early intervention team that is part of the Child and Adolescent Mental Health Services. It is a multidisciplinary team that provides a high standard of practice in the provision of a school based early intervention- social, emotional and behaviour program for children in primary schools.

Under the supervision of the early intervention program coordinator this role will collaborate with various schools to develop and deliver services to ensure the consistent early detection, treatment and prevention of emerging severe social, emotional and behavioural difficulties in primary school aged children.

Eligibility/Other Requirements

Mandatory:

Applicants must have a minimum of 12 months paid work experience, post-qualification, in a related/relevant organisation/service

For Occupational Therapy:

Degree (or recognised equivalent) in Occupational Therapy.

Registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA).

Must hold a current driver's licence.

Applicants must have a minimum of three years (ideal five years) post-qualification experience.

For Psychology:

Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA)
Applicants must have a minimum of three years (ideal five years) post-qualification experience.

Must hold a current driver's licence.

Highly Desirable:

Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students

For Social Work:

Degree in Social Work

Eligibility for membership of the Australian Association of Social Workers.

Registration or eligibility for registration under the *Working with Vulnerable People Act 2011*.

Must hold a current driver's licence.

Highly desirable for all disciplines:

A thorough understanding of child development and experience working with children and young people.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

Note

This is a permanent part-time position available at 22:03 hours per week and the full-time salary noted above will be paid pro-rata.

How to Apply

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

Contact Officer: Therese Foster 0410 293 245 therese.foster@act.gov.au

Chief Operating Officer Clinical Services

Medicine

Thoracic Medicine

Respiratory Scientist

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 37800)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

Our Vision: creating exceptional health care together

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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

The Respiratory Physiology Laboratory (RPL) is part of the Department of Respiratory and Sleep Medicine (DRSM) based in the Division of Medicine. The RPL provides clinical laboratory services to patients in respiratory physiological measurements. Working in a small team the Health Professional Level 2 (HP2) Respiratory Scientist role will be to perform respiratory physiological measurements, evaluate and make improvements to quality assurance activities and assist and support student placements.

Within CHS, the respiratory science profession is part of the Clinical Measurement Science (CMS) disciplines. The other CMS disciplines are cardiac science, clinical neurophysiology, and sleep science. Scientific staff employed across CMS work under a collective vision; Clinical Measurement Science professionals deliver compassionate service through collaboration and excellence. The Clinical Measurement Sciences Competency Framework outlines the knowledge, skills, behaviours and attributes required of all scientific staff in order to fulfil this vision, and aligns with the CHS values of being reliable, progressive, respectful and kind. The competency framework consists of five generic competency domains that allow for consistent application across all of the disciplines: Professional Conduct, Scientific Knowledge, Clinical Skills, Procedural Proficiency and Professional Development.

Eligibility/Other Requirements

Mandatory:

- Able to work at various sites across Canberra Hospital and in the community
- Tertiary qualifications or equivalent in health science/human physiology and eligibility for membership of Australia and New Zealand Society of Respiratory Science (ANZSRS)
- Proficient in performing and interpreting routine respiratory physiology measurement to established standards for a minimum of 12 months.

Desirable:

- Post-graduate qualifications in respiratory physiology and/or professional credential as a certified Respiratory Function Scientist from the Australian and New Zealand Society of Respiratory Science (ANZSRS).

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police check.
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.
- Comply with ACT Health credentialing requirements for allied health.
- Comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

How to Apply

For more information on this position and how to apply [“click here”](#)

Contact Officer: Derek Figurski (02) 5124 2806 derek.figurski@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Older Persons Mental Health Community Team

Psychology, Occupational Therapy, Social Work

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 21884)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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

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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:

The Older Persons Mental Health Community Team is a specialist mental health assessment and care service for people over the age of 65 years who have, or are suspected of having, a complex mental illness. The multidisciplinary team works within a clinical management model to provide mental health assessment and

treatment services within a recovery framework. The Team consists of three sub-teams, the Assessment Team, the Clinical Management Team and the Intensive Treatment Service.

The Assessment Team is responsible for the management of referrals, providing initial assessments, clarification of treatment goals and short term treatment. The Clinical Management Team provides longer term follow up to people who present with moderate to severe complexities. The Intensive Treatment Service provides a home based service to people who are in an acute phase of their mental health condition, as an alternative to a mental health inpatient admission.

This is a clinical position that will sit within any the three sub teams providing direct person-centred care. At this level the Health Professional Officer 2 will provide mental health services to people who present with moderately complex mental health conditions, including the provision of sound assessment, recovery planning, clinical coordination and therapeutic interventions to achieve sound outcomes for people. The HPO2 will contribute their expertise to the multidisciplinary team, provide supervision to staff at Levels HPO 1 and participate in quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements:

Mandatory:

Applicants must have at least 12 months paid, professionally relevant work and have completed all other relevant professional requirements.

For professionals bound by professional registration, all registration requirements must be fulfilled, and registration awarded.

Current driver's licence.

For Occupational Therapy:

Degree (or recognised equivalent) in Occupational Therapy.

Registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA).

Eligibility for professional membership of Occupational Therapy Australia.

For Psychology:

Registration or eligibility for general registration with Australian Health Practitioner Regulation Agency (AHPRA).

For Social Work:

Degree in Social Work.

Eligibility for membership of the Australian Association of Social Workers.

Prior to commencement successful candidates will be required to:

undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Comply with ACT Health 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.

Contact Officer: Caroline Lansley (02) 51241980 caroline.lansley@act.gov.au

Clinical Services

Acute Allied Health Services

Psychology

Clinical Psychologist (Registrar)

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 23998)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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.

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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

The Canberra Health Services Division of Allied Health Services provides a range allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients.

The Psychology team in Acute Allied Health Services provides evidence-based care to inpatients and outpatients across four divisions of The Canberra Hospital (TCH) and Canberra Health Services. TCH is an acute care teaching hospital of approximately 600 beds, and a tertiary referral centre that provides a broad range of specialist services to the people of the ACT and South East NSW. The team consists of Clinical Psychologist and Clinical Neuropsychologist roles.

The Clinical Psychologist Registrar reports to the Manager of Acute Support Psychology role and is responsible for providing clinical assessments and intervention services to patients of TCH. Clinical supervision will be negotiated with the Acute Support Psychology Manager

Eligibility/Other Requirements:

Mandatory:

Postgraduate Psychology qualification - Masters/Doctoral degree in Clinical Psychology.

Be registered or be eligible for general registration with Psychology Board of Australia under Australian Health Practitioner Regulation Agency (AHPRA).

Applicants must have a minimum of 12 months paid work experience, post-qualification, in a related/relevant organisation/service.

Desirable:

Enrolled in (or eligible for enrolment) the Clinical Psychology Registrar Program for Area of Practice Endorsement in Clinical Psychology with the Psychology Board of Australia.

Previous experience working with a multidisciplinary team in an acute care setting.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

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

Note:

This is a part-time position at 29.4 hours per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Elissa Jacobs (02) 51242045 elissa.jacobs@act.gov.au

Chief Operating Officer

Mental Health, Justice Health and Alcohol and Drug Service

Allied Health Assistant 3

Allied Health Assistant 3 \$65,380 - \$68,590 (up to \$72,560 depending on qualification level), Canberra (PN: 38019)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: Canberra Health Services

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 focused 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.

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- 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: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. CAMHS provides evidence-based assessment and interventions with a recovery focus.

The CAMHS community teams are made up of multi-disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework.

This role will undertake joint assessments with clinicians and support clinically managed children and young people with mental health issues, link in with resource systems and facilitate group work.

The role will also require the AHA to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

- Certificate IV in Mental Health or Allied Health Assistance (or equivalent qualification).
- A minimum of 24 months experience in a related/relevant organisation/service.
- Current driver's licence.

Desirable:

- Experience working with people with a mental illness or disorder in a community setting.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment national Police check.
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.
- Comply with CHS credentialing requirements for allied health.
- Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

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

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

Contact Officer: Kalvinder Bains (02) 5124 3255 kalvinder.bains@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Administrative Service Officer 3-ACMHS Access and Specialities

Administrative Services Officer Class 3 \$64,230 - \$69,125, Canberra (PN: 41431)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

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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

MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance of well-being and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients.

MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including people's home. These services include:

- Adult Acute Mental Health Services
- Adult Community Mental Health Services
- Alcohol and Drug Services
- Child and Adolescent Mental Health Services
- Justice Health Services
- Rehabilitation and Specialty Mental Health Services

This exciting opportunity is based within the Access and Specialties area of Adult Community Mental Health Services (ACMHS). The ACMHS provide services for people aged over 18 years and has a strong focus on the provision of timely and effective mental health interventions. Specifically the Access and Specialties area consists of the Access Mental Health Team (AMH), the Home Assessment and Acute Response Team (HAART), the Assertive Community Outreach Team (ACOS) and the Therapies Team. The program is in the final stages of implementing a new model of care which will improve the responsiveness and diversity of services offered to people. The new MoC is underpinned by principles of recovery and aims to:

Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions.

Clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact.

Provide optimal treatment for people in their homes and community as effective hospital diversion.

Services are delivered primarily in either The Canberra Hospital, Belconnen Health Centre, or City Health Centre with a strong focus on the provision of timely and effective mental health interventions.

This position is pivotal in providing administrative support across the main service locations depending on need.

Specifically, the successful candidate will be based in one location for the majority of the time, though on occasions may be asked to provide administrative support to other areas if the need arises, such as providing backfill when other administrative staff are on planned annual leave.

The role involves participating in a team to produce quality outcomes for the Canberra community. This role will involve computer and phone work as well as possible face to face contact with persons from the community.

There may be some driving involved in this role.

The position reports to a Team Leader who is based on site and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants).

This is an exciting opportunity for someone who may be interested in working in a program that comprises access, hospital diversion, assertive outreach, and therapy services.

Eligibility/Other Requirements

Mandatory:

Previous experience with ACTPAS/relevant computer programs.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

How to Apply

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

Contact Officer: Sandra Hibberd (02) 5124 9152 sandra.hibberd@act.gov.au

Chief Operating Officer Clinical Services

Mental Health, Justice Health and Alcohol and Drug Services

Operational Support

Release of Information Officer

Administrative Services Officer Class 3 \$64,230 - \$69,125, Canberra (PN: 19389)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

Details: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Reporting to the Executive Officer, this position will provide administrative support to the Executive Office and to the activities to support for release of personal health information in respect to legal statute and in accordance with the *ACT Health Records (Privacy & Access) Act 1997*. This position includes the provision of high quality customer service to the people who contact Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS).

Eligibility/Other Requirements:

Mandatory: Current driver's licence.

Desirable: Previous experience and a working knowledge of Medical Records and an understanding of medical terminology would be an advantage.

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

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

Contact Officer: Kelly Daly (02) 5124 1099 kelly.daly@act.gov.au

CHS University of Canberra Hospital

UCH Physiotherapy

Physiotherapist

Health Professional Level 1 \$61,986 - \$81,211, Canberra (PN: 29691)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: 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.

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

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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 CHS providing multidisciplinary rehabilitation, aged and community based care across a range of settings. This includes Canberra Hospital (TCH), University of Canberra Hospital (UCH), Community Health Centres, and the Village Creek Centre in Kambah. UCH is the region's specialised centre for rehabilitation, recovery and research and is designed to meet the needs of our ageing and growing population.

This position(s) will be required to participate in overtime via a rotation roster.

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, deconditioning, musculoskeletal injuries, and chronic conditions. There are a wide variety of service delivery teams within RACS including: inpatient and community based rehabilitation, inpatient acute care of the elderly, a

community based falls and falls injury prevention program, a Transitional Therapy and Care Program (TTCP) and community based physiotherapy services.

Under professional supervision from the Lead Professional for Physiotherapy, Physiotherapists are responsible for the provision of physiotherapy services in individual or group based sessions, delivering high quality patient centred care and positive patient outcomes.

Physiotherapists will be offered the opportunity to rotate through the variety of Physiotherapy related services within RACS, based at multiple locations.

Eligibility/Other Requirements

Mandatory:

Degree in Physiotherapy.

Registered with the Physiotherapy Board of Australia, Australian Health practitioners Regulatory Agency (AHPRA).

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

Note

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

How to Apply

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

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

Medical Services

Pathology

Customer Services

Phlebotomist

Technical Officer Level 1 \$58,539 - \$61,374, Canberra (PN: 29088, several)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

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

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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:

ACT Pathology is a division of Canberra Health Services 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 the branch laboratory is located at the Calvary Hospital.

Customer Services is a department of ACT Pathology providing contact between patients, clinicians and the pathology service. Customer Services is responsible for the operation of six collection centres across the Canberra region and provision of hospital ward services for Canberra Hospital, Calvary Public Hospital Bruce and National Capital Private Hospital and a home visit program for those patients to frail to attend a collection centre.

Under direction, the successful applicant will be required to perform collection procedures working across all sites, perform reception duties, data entry, stock maintenance and a liaison role with patients and clinicians. Customer Services routinely operates Monday through to Saturday within the span of hours 7am to 530pm, however there are occasions to work outside of routine days due to public holidays and operational requirements.

Eligibility/Other Requirements:

Mandatory:

Certificate III in Pathology Collection or other approved qualification.

Desirable:

Minimum of three years' experience in venepuncture.

A current Australian driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination.

Note:

These are temporary positions available for up to 12 months with the possibility of permanency. These positions are part-time at 25-30 hours per week and the full-time salary noted above will be pro-rata. There are also casual positions also available from this recruitment process.

Contact Officer: Julie Hegarty (02) 5124 2932 julie.hegarty@act.gov.au

Chief Operating Officer Clinical Services

Rehabilitation, Aged and Community Services

Assistant In Nursing

Assistant in Nursing \$52,300 - \$54,070, Canberra (PN: 31145)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

Our Vision: creating exceptional health care together

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

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:

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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 Care (RACS) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehabilitation, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, and Village Creek Centre in Kambah.

The Assistant in Nursing (AIN) works under the direction of the Registered Nurse and to provide personal care and assistance to patients. This position works a 24/7 rotating roster including night duty. This position is open to both part time and full time applicants. The AIN may work across different units at UCH depending on operational requirements.

Eligibility/Other Requirements

Mandatory:

Certificate III in Health Services Assistance or be working towards a Diploma in Nursing or Bachelor of Nursing or recognised equivalent.

Must hold a current driver's licence and have a safe driving record.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

Note

This is a temporary position available for a period of two months with the possibility of extension. This is a part-time position available at 24:00 hours per week and the full-time salary noted above will be paid pro-rata.

How to Apply

For more information on this position and how to apply "[click here](#)"

Contact Officer: Mercy Lukose 0432 131 084 mercy.lukose@act.gov.au

Medical Services

Medical Library

Director of Medical Library

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 46474)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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.

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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

The CHS Medical Services Group (MSG) includes Medical Imaging, ACT Pathology, Pharmacy, Healthcare Technology Management, the Physician Training Office, the Medical Officer Support, Credentialing, Employment and Training Unit (MOS CETU), the GP Liaison Unit (GPLU) and the CHS Library.

The CHS Library acquires, organises, preserves and provides access to information resources to meet the needs of staff, faculty and students in a timely and cost-effective manner. The Library also has a multimedia service that provides graphic design, conference research posters, printing, laminating, pull-up banners, binding, scanning, video and photography.

The Interim Director of Library and Multimedia Services will report to the Executive Director of Medical Services for between three and six months. The position is responsible for the strategic direction, operations and human resources management of the medical library and multimedia services. These units provide worldwide health information resources and quality multimedia services to clients including staff of CHS, the ACT Health Directorate, and other partner organisations.

Canberra Health Services (CHS) is seeking to fill the position of Interim Director of Library. The CHS Library acquires, organises, preserves and provides access to information resources to meet the needs of staff, faculty and students in a timely and cost-effective manner. The Library also has a multimedia service that provides graphic design, conference research posters, printing, laminating, pull-up banners, binding, scanning, video and photography.

The Interim Director of Library and Multimedia Services will report to the Executive Director of Medical Services.

The position is responsible for the strategic direction, operations and human resources management of the

medical library and multimedia services. These units provide worldwide health information resources and quality multimedia services to clients including staff of CHS, the ACT Health Directorate, and other partner organisations. To be successful in this position, it is expected that the successful candidate will have a positive disposition that makes others feel safe and engenders enthusiasm, and an action orientation with the confidence to lead others in positive and meaningful change. Experience in the government sector at director level of equivalent will be highly regarded.

Eligibility/Other Requirements:

- Experience in the government sector at director level of equivalent will be highly regarded.

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 three to six months with the possibility of extension.

Contact Officer: Tonia Alexander (02) 5124 2009 tonia.alexander@act.gov.au

Chief Executive Officer

Medical Services

Pharmacy

Pharmacist Level 4- Associate Deputy Director

Pharmacist Level 4 \$113,851 - \$122,566, Canberra (PN: 26209)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Canberra Health Services

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.

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

The Pharmacy sits within the Office of the Executive Director of Medical Services (EDMS) which includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

The pharmacy team charter is "Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community"

Under the broad direction of the Deputy Director of Pharmacy - Operations, the Associate Deputy Director of Pharmacy will work closely with the Pharmacy Operations team to deliver a safe, efficacious and patient centred service. The responsibility of this position is to support the Deputy Director of Pharmacy – Operations to provide leadership, management, and coordination of pharmacy operations. This position will also include advanced clinical, education, research and quality improvement roles.

The position holder will also integrate into the CHS Pharmacy team and will provide a range of pharmacy services on weekends, after hours and public holidays as rostered, including on call.

Eligibility/Other Requirements

Mandatory:

Appropriate Pharmacist qualifications and eligibility for registration as a Pharmacist with the Pharmacy Board of Australia.

Postgraduate qualifications in Clinical Pharmacy, Management, Education or Research or extensive clinical pharmacy experience deemed equivalent.

Desirable:

Research experience and/or publication in peer reviewed journals.

Project management experience.

The Society of Hospital Pharmacist of Australia (SHPA) membership.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Comply with ACT Health credentialing requirements for allied health.

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

How to Apply

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

Contact Officer: Daniel Lalor (02) 5124 2121 daniel.lalor@act.gov.au

Medical Services

Pharmacy Services

Lead Pharmacist

Pharmacist Level 4 \$113,851 - \$122,566, Canberra (PN: 28945, several)

Gazetted: 30 January 2020

Closing Date: 13 February 2020

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:

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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

The Office of the Executive Director of Medical Services (EDMS) includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department supports flexible working arrangements in accordance with the ACT Public Sector Health Professional Enterprise Agreement, supporting both full-time and part-time work to promote a positive work-life balance. Funding opportunities are accessible, through application, to support learning, development and the advancement of knowledge and skills to support practice and career progression.

The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Work is underway to plan a new Surgical Procedures, Interventional Radiology and Emergency Centre which will transform the acute services delivered at the Canberra Hospital in the near future. This new

centre will deliver additional Emergency Department treatment spaces, theatres, additional intensive care unit (ICU) beds, as well as including new paediatric ICU beds.

The responsibility of this position is to provide leadership, management, and coordination of the clinical pharmacy services to a defined clinical directorate area, in accordance with the skills and experience of the individual. This position includes advanced clinical, education, research and quality improvement roles. As a highly skilled and experienced clinical pharmacist in a defined area of practice the Lead Pharmacist will work within a multidisciplinary team to deliver a safe, efficacious and patient centred service to patients. This will include working under the broad direction of the Deputy Director of Pharmacy (Clinical), and closely with a team of dedicated and skilled technicians and pharmacists to deliver the service. As the department redesigns the clinical pharmacy service to optimise patient care, opportunities are available across a range of clinical directorate areas such as medicine, surgery, mental health, justice health and alcohol and drug services, as well as emergency and critical care.

Eligibility/Other Requirements:

Mandatory:

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

Able to demonstrate competency standards at the Consolidation Level for Advanced Pharmacy Practice, including postgraduate qualifications in Clinical Pharmacy, Management, Education or Research, or extensive experience deemed equivalent.

Significant experience of working within a defined clinical specialty area.

Highly Desirable:

The Society of Hospital Pharmacist of Australia (SHPA) membership.

Membership linked to area of specialty.

Research experience and/or publication in peer reviewed journals.

Publication in peer reviewed journals.

Prior to commencement successful candidates may be required to:

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Comply with Canberra Health Services credentialing for Allied Health professionals.

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

Contact Officer: Hamed Lane (02) 5124 2203 hamed.lane@act.gov.au

Clinical Services

Women Youth and Children

Women Youth and Children Operational

Operational Manager, Women Youth and Children

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 30675)

Gazetted: 30 January 2020

Closing Date: 11 February 2020

Details: Our Vision: creating exceptional health care together

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

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.

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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

The position provides management and leadership to Women Youth and Children (WY&C) Administration staff located at Centenary Hospital for Women and Children, as well as WY&C Community Based services. The role involves managing staff who are performing front line services duties as well as personal assistance. It requires a high level of strategic thinking and the ability liaise effectively with staff at all levels. Demonstrated ability in problem solving as well as large involvement in project management and quality and improvement is highly desirable. This role ensures high quality customer service standards are maintained and provides support and assistance to the Women, Youth and Children's Executive and management team as necessary.

Eligibility/Other Requirements:

Desirable:

Previous experience working in the health sector.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note:

This is a temporary position available for three months with possibility of extension and/or permanency.

Successful applicant maybe selected by application and referee reports only.

Contact Officer: Linda Kohlhagen (02) 5124 7389 linda.kohlhagen@act.gov.au

Clinical Services

Medical Services

Pharmacy Services

Senior Rotational Pharmacist

Pharmacist Level 2/3 \$102,115 - \$107,611 (up to \$110,423 on achieving personal upgrade), Canberra (PN: 26246, several)

Gazetted: 30 January 2020

Closing Date: 6 February 2020

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.

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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:

The Pharmacy sits within the Office of the Executive Director of Medical Services (EDMS) which includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

The pharmacy team charter is "Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community".

Eligibility/Other Requirements:

Mandatory:

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

Able to demonstrate competency standards at the Consolidation Level for Advanced Pharmacy Practice

Desirable:

Previous project management and/or research experience.

Publication/s within peer reviewed journals.

Current driver's licence.

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

Undergo a pre-employment National Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

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

Note:

There are several temporary and permanent positions available within the pharmacy. Full-time and part-time hours will be considered and the full-time salary noted above will be paid pro rata. Please submit your application at your earliest convenience. For an informal chat or for further information about the position please don't hesitate to contact the Contact Officer. These positions could involve working across multiple CHS sites.

Contact Officer: Hamed Lane (02) 5124 2203 hamed.lane@act.gov.au

Major Projects Canberra

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

Project Development and Support

Ministerial, Governance and Corporate Support

Boards Secretariat Officer

Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 46503)

Gazetted: 23 January 2020

Closing Date: 6 February 2020

Details: Are you an organised, highly motivated, self-starter? Do you enjoy the challenge of working in a fast-paced area? Then this opportunity is for you!

The Ministerial and Government Business team, responsible for Ministerial, Cabinet, Assembly, and Project Board secretariat services for Major Projects Canberra, are looking for a Board Secretariat Officer.

Ministerial, Governance and Corporate Services works collaboratively with the Minister's Office, the Chief Projects Officer and other members of the Executive Team, Project Boards, Executives across the ACTPS, and key government and non-government stakeholders. The Branch provides leadership and expertise to Major Projects Canberra on Governance including risk and safety, audit, policy development, ministerial and Cabinet, human resources and corporate support.

As Boards Secretariat Officer you will possess strong liaison and written skills and manage the operations of the various Project Boards pertaining to the projects designated to Major Projects Canberra. Under limited direction, key duties include coordination, preparation and review of Project Board documentation, provision of advice to Board members and attendees, travel arrangements, minute taking and responding to requests under the *Freedom of Information Act 1982*.

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:

Desirable

Previous experience in a secretariat role.

A good working knowledge of Objective and/or SharePoint would be an advantage.

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: If the above role sounds like you and you want to be part of a dynamic and dedicated team please submit a two page pitch addressing the capabilities and your suitability for the role, a current curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Button now.

Contact Officer: Vilma Bell (02) 6205 7812 vilma.bell@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Professional Officer Class 2 \$85,394 - \$97,732

Margaret Chua 858-69564, Section 68(1), 1 February 2020

Chief Minister, Treasury and Economic Development

Senior Officer Grade B \$126,577 - \$142,494

Hana Alnajjab 863-43863, Section 68(1), 3 February 2020

Graduate Administrative Assistant \$71,309 - \$73,494

Bradley Elliot 863-43345, Section 68(1), 3 February 2020

Information Technology Officer Class 1 \$69,125 - \$78,687

Dylan Graham 863-44129, Section 68(1), 27 January 2020

Administrative Services Officer Class 4 \$71,309 - \$77,212

Mitchell Lovelock-Fay 858-77484, Section 68(1), 29 January 2020

Community Services

Administrative Services Officer Class 4 \$71,309 - \$77,212

Annette Hoad 853-70915, Section 68(1), 20 January 2020

Education

School Assistant 2/3 \$48,205 - \$58,781

Chloe Brett 862-71361, Section 68(1), 28 January 2020

School Assistant 3 \$53,889 - \$57,998

Trina Clyde 843-54163, Section 68(1), 27 January 2020

Administrative Services Officer Class 4 \$71,309 - \$77,212

Larissa Davis 863-44962, Section 68(1), 27 January 2020

School Assistant 2/3 \$48,205 - \$58,781

Michelle Ryall 843-48142, Section 68(1), 28 January 2020

Infrastructure Officer 2 \$85,498 - \$98,365

Daniel Stedford 858-19866, Section 68(1), 3 February 2020

Health Professional Level 3 \$92,103 - \$97,049 (up to \$101,862 on achieving a personal upgrade)

Laura Williams 858-77433, Section 68(1), 27 January 2020

Environment, Planning and Sustainable Development

Senior Officer Grade B \$126,577 - \$142,494

Miriam McMillan 863-45850, Section 68(1), 3 February 2020

Infrastructure Manager/Specialist 1 \$163,766

Andrew Griffith 863-45703, Section 68 (1), 27/01/2020

Independent Competition and Regulatory Commission

Graduate Administrative Assistant \$71,309 - \$73,494

Sarah Sopariwala 863-41040, Section 68(1), 3 February 2020

Justice and Community Safety

Graduate Paramedic Intern \$67,706 plus penalties

Ariel Ayers 863-13701, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Makarla Bell 863-13840, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Jack Dear 863-13832, Section 68(1), 28 January 2020

Administrative Services Officer Class 4 \$71,309 - \$77,212

Morgan Facer 858-75657, Section 68(1), 28 January 2020

Administrative Services Officer Class 5 \$79,253 - \$83,888

Ellen McPhee 863-44743, Section 68(1), 28 January 2020

Senior Officer Grade C \$107,475 - \$115,687

Ying Ng 853-48849, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Trent Preo 816-32455, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Andrea Scenna 863-13867, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Benjamin Schloss 863-13787, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Joshua Surgenor 863-13859, Section 68(1), 28 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Emma Thornton 863-13795, Section 68(1), 28 January 2020

Administrative Services Officer Class 6 \$85,394 - \$97,732

Jaimie Vincent-Johnston 858-66590, Section 68(1), 22 January 2020

Graduate Paramedic Intern \$67,706 plus penalties

Lachlan Whitbread 863-41294, Section 68(1), 28 January 2020

Transport Canberra and City Services

Special Needs Transport Attendants (GSOS2) \$52,665 - \$54,745

Michael Welsh 863-46386, Section 68(1), 28 January 2020

Canberra Health Services

Registered Midwife Level 1 \$67,984 - \$90,814

Courtney Abbott 861-31369, Section 68(1), 18 February 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Beena Abraham 861-30235, Section 68(1), 23 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Sarah Aitchison 861-32804, Section 68(1), 28 January 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Sandra Amoah 863-46933, Section 68(1), 10 February 2020

Registered Nurse Level 2 \$93,151 - \$98,728

Nicole Ang 850-42380, Section 68(1), 30 January 2020

Registered Nurse Level 4.2 \$131,034

David Armstrong 863-47151, Section 68(1), 6 February 2020

Medical Imaging Level 2 \$66,096 - \$90,737

Brooke Dewar 863-47119, Section 68(1), 28 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Johanna Dowrick 862-10147, Section 68(1), 28 January 2020

Administrative Services Officer Class 2/3 \$56,689 - \$69,125

Santhi Durairaj 847-01962, Section 68(1), 3 February 2020

Health Professional Level 2 \$66,096 - \$90,737

Soraya Fisher 862-65834, Section 68(1), 30 January 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Rachel Gadd 863-41390, Section 68(1), 10 February 2020

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)

Brioh Guffin 862-09728, Section 68(1), 29 January 2020

Health Professional Level 2 \$66,096 - \$90,737

Alison Hartigan 863-47215, Section 68(1), 28 January 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Nicola King 863-40830, Section 68(1), 10 February 2020

Health Service Officer Level 3 \$51,761 - \$53,444

Thuy Lam 848-20160, Section 68(1), 23 January 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Neha Neha 862-64778, Section 68(1), 10 February 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Kristy O'Neill 862-64049, Section 68(1), 23 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Barry Pilgrim 862-10091, Section 68(1), 23 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Anniemol Poulose 836-54228, Section 68(1), 20 February 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Li Quan 863-47178, Section 68(1), 10 February 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Katelyn Roberts 863-44014, Section 68(1), 10 February 2020

Administrative Services Officer Class 5 \$79,253 - \$83,888

Victoria Schmahl 856-73764, Section 68(1), 22 January 2020

Registered Nurse Level 3.2 \$122,360

Jennifer Sloane 863-44938, Section 68(1), 28 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Mahalia Stanley 853-62587, Section 68(1), 23 January 2020

Registered Nurse Level 1 \$67,984 - \$90,814

Jo-Elle Summerton 857-42213, Section 68(1), 28 January 2020

Enrolled Nurse Level 1 \$61,658 - \$65,876

Ashleigh Witt 863-47135, Section 68(1), 10 February 2020

ACT Health

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)

Verity Jennings 863-44700, Section 68(1), 27 January 2020

Administrative Services Officer Class 5 \$79,253 - \$83,888

Pallavi Konujula 863-46562, Section 68(1), 28 January 2020

TRANSFERS

Education

Melissa Joyce: 853-75302

From: Administrative Services Officer Class 6 \$85,394 - \$97,732
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$85,394 - \$97,732
Education, Canberra (PN. 45200) (Gazetted 13 September 2019)

Canberra Health Services

Laura Owen: 799-93710

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. 22768) (Gazetted 12 December 2019)

ACT Health

Bronwyn Ellis: 741-14588

From: Senior Officer Grade C \$107,475 - \$115,687

ACT Health

To: Senior Officer Grade C \$107,475 - \$115,687

ACT Health, Canberra (PN. 45004) (Gazetted 16 September 2019)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Shared Services ICT

Technology Services

Technical Services Delivery

Kirby Anderson: 858-56050

From: Information Technology Officer Class 1 \$69,125 - \$78,687

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Class 2 \$85,394 - \$97,732

Chief Minister, Treasury and Economic Development, Canberra (PN. 14285) (Gazetted 4 November 2019)

Access Canberra

Customer Coordination

Applications and Approvals

Steven Bowen: 835-67060

From: Administrative Services Officer Class 5 \$79,253 - \$83,888

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$107,475 - \$115,687

Chief Minister, Treasury and Economic Development, Canberra (PN. 24278) (Gazetted 11 April 2019)

Workforce Capability and Governance

Public Sector Management

Professional Standards Unit

Peter Boyle: 858-57643

From: Senior Officer Grade C \$107,475 - \$115,687

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$126,577 - \$142,494

Chief Minister, Treasury and Economic Development, Canberra (PN. 31315) (Gazetted 15 July 2019)

Workforce Capability and Governance Division

Public Sector Management Group

Workforce Inclusion

Lisa Coulson: 799-93681

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$85,394 - \$97,732

Chief Minister, Treasury and Economic Development, Canberra (PN. 18206) (Gazetted 19 December 2019)

Shared Services

Commercial Services

Record Services

Alexander Eglitis: 835-84995

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$85,394 - \$97,732

Chief Minister, Treasury and Economic Development, Canberra (PN. 17722) (Gazetted 18 September 2019)

Shared Services

Payroll and HR Systems

Payroll

Rachael Finley: 787-40244

From: Senior Officer Grade C \$107,475 - \$115,687

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$126,577 - \$142,494

Chief Minister, Treasury and Economic Development, Canberra (PN. 42560) (Gazetted 18 November 2019)

Policy and Cabinet

Social Policy and Commonwealth State Relations

Office for LGBTIQ Affairs

Rachel Wilkie: 853-76604

From: Administrative Services Officer Class 6 \$85,394 - \$97,732

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$107,475 - \$115,687

Chief Minister, Treasury and Economic Development, Canberra (PN. 33924) (Gazetted 14 November 2019)

Access Canberra

Licensing and Registrations

Transport

Rebecca Wilson: 753-52123

From: Senior Officer Grade C \$107,475 - \$115,687

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$126,577 - \$142,494

Chief Minister, Treasury and Economic Development, Canberra (PN. 00867, Several) (Gazetted 11 September 2019)

Community Services

Children, Youth and Families

Child and Youth Protection Services

Alison Trewhella: 836-08010

From: Child and Youth Protection Professional Level 4 \$112,542 - \$120,754

Community Services

To: †Senior Officer Grade B \$126,577 - \$142,494

Community Services, Canberra (PN. 45734) (Gazetted 15 November 2019)

Housing ACT

Client Services

Gateway Services

Simon Konz: 853-64574

From: Administration Services Officer Class 4 \$71,309 - \$77,212

Community Services

To: Administration Services Officer Class 5 \$79,253 - \$83,888

Community Services, Canberra (PN. 26818) (Gazetted 1 August 2019)

Education

Business Services

Office of the Executive Group Manager

Kate Bartlett: 853-73462

From: Administrative Services Officer Class 5 \$79,253 - \$83,888

Education

To: Administrative Services Officer Class 6 \$85,394 - \$97,732

Education, Canberra (PN. 42237) (Gazetted 26 March 2019)

Service Delivery and Design

Student Engagement

Network Student Engagement Teams

Madison Gounis: 853-54448

From: Health Professional Level 2 \$66,096 - \$90,737

Education

To: Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)

Education, Canberra (PN. 36990) (Gazetted 1 November 2019)

Service Design and Delivery

Learning and Wellbeing. Universal School Support

Lisa Grech: 779-01544

From: Classroom Teacher \$71,113 - \$106,448

Education

To: †Senior Officer Grade C \$107,475 - \$115,687

Education, Canberra (PN. 46497) (Gazetted 15 July 2019)

School Performance and Improvement Division

North and Gungahlin Network

Harrison School

Lisa Harvey: 827-23471

From: School Assistant 2/3 \$48,205 - \$58,781

Education

To: School Assistant 3 \$54,617 - \$58,781

Education, Canberra (PN. 21384) (Gazetted 28 October 2019)

School Performance and Improvement

North and Gungahlin Network

Gungahlin College

Michael Lemmey: 744-94787

From: School Leader C \$122,856

Education

To: †School Leader B \$143,046

Education, Canberra (PN. 19523) (Gazetted 25 November 2019)

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.

Business Services

Infrastructure and Capital Works

Repairs and Maintenance

Brett McIntyre: 858-56800

From: Administrative Services Officer Class 5 \$79,253 - \$83,888

Community Services

To: Infrastructure Officer 2 \$85,498 - \$98,365
Education, Canberra (PN. 45487) (Gazetted 17 October 2019)

School Performance and Improvement

North and Gungahlin Network

Gungahlin College

Lisa Pluis: 742-48121

From: School Leader C \$122,856
Education

To: †School Leader B \$143,046
Education, Canberra (PN. 19522) (Gazetted 25 November 2019)

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.

Service Delivery and Design

Student Engagement

Network Student Engagement Teams

Amie Saunders: 848-98611

From: Health Professional Level 2 \$66,096 - \$90,737
Education

To: Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)
Education, Canberra (PN. 46526) (Gazetted 1 November 2019)

School Performance and Improvement

South and Weston Network

Charles Weston School Coombs

Marilyn Smith: 824-51170

From: School Leader C \$122,856
Education

To: †School Leader B \$143,046
Education, Canberra (PN. 35783) (Gazetted 12 September 2019)

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.

Office for Schools

South and Weston Network

Mount Stromlo High School

Tracey Venables: 817-32317

From: School Assistant 2 \$48,205 - \$53,228
Education

To: School Assistant 4 \$65,487 - \$70,910
Education, Canberra (PN. 46529) (Gazetted 3 December 2019)

Service Delivery and Design

Student Engagement

Network Student Engagement Teams

Janine Vlok: 844-01732

From: Health Professional Level 2 \$66,096 - \$90,737
Canberra Health Services

To: Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)
Education, Canberra (PN. 45543, several) (Gazetted 1 November 2019)

Office for Schools

South Canberra/Weston School Network

Mount Stromlo High School

Melissa Wales: 710-52748

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Education

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Education, Canberra (PN. 46525) (Gazetted 3 December 2019)

School Performance and Improvement

North and Gungahlin Network

Gungahlin College

Maha Yasin: 848-93300

From: Classroom Teacher \$71,113 - \$106,448

Education

To: †School Leader B \$143,046

Education, Canberra (PN. 43672) (Gazetted 25 November 2019)

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.

Canberra Health Services

People and Culture

Shaun Archer: 840-51744

From: Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)

Canberra Health Services

To: †Health Professional Level 4 \$107,475 - \$115,687

Canberra Health Services, Canberra (PN. 18678) (Gazetted 5 December 2019)

Olivia Bradford: 853-72670

From: Registered Midwife Level 1 \$67,984 - \$90,814

Canberra Health Services

To: Registered Midwife Level 2 \$94,409 - \$100,061

Canberra Health Services, Canberra (PN. 22295) (Gazetted 4 July 2019)

Carmel Brayne: 827-25020

From: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services

To: †Registered Nurse Level 4.1 \$122,360

Canberra Health Services, Canberra (PN. 28537) (Gazetted 5 December 2019)

Clinical Services

Janessa Curry: 861-32820

From: Health Professional Level 1 \$61,986 - \$81,211

Canberra Health Services

To: Health Professional Level 2 \$66,096 - \$90,737

Canberra Health Services, Canberra (PN. 23674)

Canberra Hospital and Health Services

Amy Duberal: 836-09427

From: Enrolled Nurse Level 1 \$61,658 - \$65,876

Canberra Health Services

To: Registered Nurse Level 1 \$67,984 - \$90,814

Canberra Health Services, Canberra (PN. 39591) (Gazetted 11 June 2019)

CHS University of Canberra Hospital

Jessica Lasker: 838-52662

From: Administrative Services Officer Class 2 \$56,689 - \$62,598

Canberra Health Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125
Canberra Health Services, Canberra (PN. 40238) (Gazetted 31 October 2019)

CHS University of Canberra Hospital

Sabita Mathew: 848-81481

From: Administrative Services Officer Class 2 \$56,689 - \$62,598

Canberra Health Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125

Canberra Health Services, Canberra (PN. 12051) (Gazetted 31 October 2019)

CHS University of Canberra Hospital

Miren Purdy: 858-53693

From: Administrative Services Officer Class 2 \$56,689 - \$62,598

Canberra Health Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125

Canberra Health Services, Canberra (PN. 28630) (Gazetted 31 October 2019)

Canberra Hospital and Health Services

Courtney Wilkins: 846-95945

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. 22240) (Gazetted 9 May 2019)

Canberra Hospital and Health Services

Amy Yates: 846-99217

From: Registered Midwife Level 1 \$67,984 - \$90,814

Canberra Health Services

To: Registered Midwife Level 2 \$94,409 - \$100,061

Canberra Health Services, Canberra (PN. 03943) (Gazetted 14 November 2019)

ACT Health

Corporate Services

Corporate and Governance

People Strategy

Paul McKee: 772-3774

From: Administrative Services Officer Class 6 \$85,394 - \$97,732

Education

To: †Senior Officer Grade C \$107,475 - \$115,687

ACT Health, Canberra (PN. P45540) (Gazetted 8 November 2019)