



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 18 May 2017**

## VACANCIES

### Calvary Health Care ACT (Public)

#### **Occupational Therapy**

##### **Occupational Therapy Assistant**

##### **Allied Health Assistant 2 \$50,040 - \$57,369, Canberra (PN: )**

Gazetted: 18 May 2017

Closing Date: 16 May 2017

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

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

Reference Number: 14883

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

#### **Emergency Department**

##### **Emergency Medicine**

##### **SRMO**

##### **SRMO1 - SRMO3 \$87,410-\$106,957, Canberra (PN: TBC)**

Gazetted: 24 May 2017

Closing Date: 9 June 2017

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

Reference Number: 15060

Contact Officer: Cheryl Wood cheryl.wood@calvary-act.com.au

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

#### **Obstetrics and Gynaecology**

##### **Resident Medical Officer**

##### **RMO1 - SRMO3 \$79,682-\$106,957, Canberra (PN: )**

Gazetted: 19 May 2017

Closing Date: 13 June 2017

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

Reference Number: 15069

Contact Officer: John Hehir john.hehir@calvary-act.com.au

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

#### **Urology**

##### **Registrar**

##### **Registrar 1 - Registrar 4 \$98,704-\$123,327, Canberra (PN: )**

Gazetted: 19 May 2017

Closing Date: 14 June 2017

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

Reference Number: 14794

Contact Officer: Miffany Callan medadmin@calvary-act.com.au

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

**Canberra Institute of Technology**

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>  
Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)

**Student and Academic Services**

**Library and Learning Services**

**Library Manager**

**Professional Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 54242)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: We are searching for a dynamic librarian with great people skills to join our customer-focused team. You will have broad experience in providing library and learning services to students, teachers and staff. You will thrive on building partnerships, as well as be an excellent problem solver within environments of constant change. You will develop a client-focused digital literacy program suitable for VET clients. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: An appropriate degree or diploma together with training in information studies which qualifies for admission to Associate membership of the Australian Library and Information Association (ALIA) or a recognised course of study. Ability to work one shift per week.

Note: This is a temporary position available until 7 August 2018 with the possibility of extension.

Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.

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

**Student and Academic Services**

**Student Services**

**Assistant Team Leader – Shop Front**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 54930)**

Gazetted: 24 May 2017

Closing Date: 31 May 2017

Details: Applications are invited to fill an Assistant Team Leader position in a dynamic team with the CIT Student Services Shopfront to coordinate all client service operations, including first-point-of-contact inquiries, all general counter services, enrolments and re-enrolments, use of student information systems, including Banner, and specialist student services, including referrals to appropriate services and information sources. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Contact Officer: Amelia Scicluna (02) 6207 3451 [amelia.scicluna@cit.edu.au](mailto:amelia.scicluna@cit.edu.au)

**Chief Minister, Treasury and Economic Development**

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>  
Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)

**Shared Services**

**Finance and Payroll Services**

**Payroll Services**

**Payroll Business Manager, Payroll Services**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 37505)**

Gazetted: 22 May 2017

Closing Date: 29 May 2017

Details: Shared Services, Finance and Payroll Services is seeking a highly motivated, customer centric Payroll Business Manager to lead and manage a large team within Payroll Services, which is responsible for the delivery of excellent customer and payroll services to the ACTPS. Demonstrated high-level leadership and strategic business management to promote best practice in a rapidly changing payroll environment. High level written and oral communication skills together with experience in collaboration, managing, building and maintaining effective stakeholder relationships. Demonstrated experience in the effective delivery of Human Resource strategies including workforce planning, performance development and development of Human Resource programs Understanding of public service values covering ethical standards and a demonstrated self-awareness, professionalism and a proven commitment to the ongoing integration of workplace respect, equity and diversity work practices and Workplace Health and Safety principles and practices.

Eligibility/Other Requirements: Whilst not mandatory, qualifications in Human Resources are desirable.

Contact Officer: Michelle Caulfield 0466 403 936 or (02) 6207 7613 michelle.caulfield@act.gov.au

**Shared Services ICT**

**Business Management Team**

**ICT Health**

**Project Manager**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 13233)**

Gazetted: 23 May 2017

Closing Date: 30 May 2017

Details: This position is a Project Manager role and will work with a team of ICT Project Managers to aid in the technical delivery of projects for Shared Services to the ACT Health Directorate. Applicants need to be technically competent with strong experience in managing or working with a range of project methodologies and the implementation of system interfaces and data migrations.

Note: This is a temporary position available until 31 March 2018. Selection may be based on application and referee reports only.

Contact Officer: Julie Daley (02) 6207 7917 juliep.daley@act.gov.au

**Land Development and Corporate**

**Office of the Coordinator General**

**City Activation Unit**

**Project Manager**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 15090)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: The City Activation Unit is looking for a dynamic and flexible Project Manager to join a small team. The team works across Government to progress actions in the city centre to improve the amenity, activity and experience of Canberra's CBD. The applicant should have strong project management and delivery skills and be comfortable working across strategy and operations. The applicant should be comfortable in complex stakeholder negotiations.

Eligibility/Other Requirements: Experience delivering events and procuring services would be an advantage, and the flexibility to work weekends and evenings when required.

Contact Officer: Caitlin Bladin (02) 6205 4393 caitlin.bladin@act.gov.au

**Corporate**

**People and Capability**

**Senior Human Resource Advisor**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 35564)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: Chief Minister, Treasury and Economic Development Directorate (CMTEDD) are seeking an experienced HR professional to join the Corporate People and Capability Branch as a Senior Human Resource Advisor. The position will operate as part of a small outcome focussed team that performs a broad range of strategic HR functions for the Directorate. The successful applicant will have broad generalist HR experience, including knowledge and experience in organisational design and establishments; workplace culture and rewards and recognition; organisational capability and learning and development. They will enjoy working in a dynamic and complex environment and be able to work confidently both autonomously and collegiately.

Contact Officer: Maggie Drejer-White (02) 62054790 maggie.drejer-white@act.gov.au

#### **Shared Services**

##### **Partnership Services**

##### **Online Service Support Team**

##### **Lead Web Developer**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: RITM12505)**

Gazetted: 19 May 2017

Closing Date: 26 May 2017

Details: The Online Service Support team are looking for an experienced senior Web Developer who is passionate about building great user experiences, is genuinely interested about new front-end technologies and is ready to help design, maintain and improve our customer focused websites. We are looking for someone who can work closely with business process owners, stakeholders and customers to design efficient, customer-focused services; write clean and reusable code; is experienced with the ServiceNow platform, and in particular its customer portal and service catalogue capability; bring knowledge of HTML5, CSS, Bootstrap, and AngularJS; has the ability to translate requirements and mock-ups into fully functional pages and services; and operate as part of a team of experienced and professional co-workers.

Contact Officer: Edmund Davis (02) 6205 3816 edmund.davis@act.gov.au

#### **Policy and Cabinet**

##### **Strategic Policy and Cabinet**

##### **Policy Officer**

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 31714)**

Gazetted: 19 May 2017

Closing Date: 6 June 2017

Details: A developmental opportunity is available for a high performing candidate with tertiary qualifications. The position is open to both existing ACT Government employees, and external applicants. Previous experience in a policy role is not required and the position would be an ideal entry point for a candidate who has recently completed post-graduate qualifications. The successful candidate will demonstrate ability to undertake research, and provide written advice that is clear and concise. The permanent position includes two or more rotations within the Chief Ministers Stream of Chief Minister, Treasury and Economic Development Directorate (CMTEDD) over a two year period. Rotations will be available in business units of Policy and Cabinet Division, and other senior executive units as required, each with a whole of government approach to multi-disciplinary policy development and projects. At the conclusion of the rotations, the occupant of this position will be placed in an ongoing permanent role in the Strategic Policy and Cabinet Division subject to organisational requirements and best fit. The Policy and Cabinet Division is an equal opportunity employer. Individuals from diverse backgrounds are encouraged to apply, and flexible working arrangements are available. The Policy and Cabinet Division operates within an activity based work environment, however, workplace modifications can be accommodated.

Eligibility/Other Requirements: Post graduate qualifications an advantage but are not essential.

Contact Officer: Stacey Matthews (02) 6205 3337 stacey.n.matthews@act.gov.au

#### **Land Development and Corporate**

##### **Office of the Coordinator General**

##### **City Activation Unit**

##### **Project Officer**

##### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 34857)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: The City Activation Unit is looking for an enthusiastic and dynamic Project Officer to join a small team. The City Activation Unit works across Government to progress actions in the city centre to improve the amenity, activity and experience of Canberra's CBD. The applicant should have high level written and oral communication skills, be flexible and outcome oriented. The individual should be confident working across both policy and operations.

Eligibility/Other Requirements: Experience in events, social media, communications or community engagement would be beneficial and the flexibility to work weekends and evenings when required.

Contact Officer: Caitlin Bladin (02) 6205 4393 caitlin.bladin@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](mailto:jobs@act.gov.au)**

### **Child and Youth Protection**

#### **Relationship Management**

#### **Business Analyst, CYPS Practice and Performance**

#### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 22914)**

Gazetted: 22 May 2017

Closing Date: 5 June 2017

Details: The Business Analytics Officer role is focussed on supporting the capability and capacity of Child and Youth Protection Services (CYPS) to make evidence based decisions, policies and practices, and improve organisational planning, performance and accountability. This is achieved by supporting CYPS to acquire, share, analyse, evaluate and use the best possible data and analytics, and supporting the design of innovative, outcomes oriented social investment approaches.

Eligibility/Other Requirements: Essential qualifications and experience: Experience in data, analytics and information management practices. Experience in various IT technologies and databases. Desirable qualifications and experience: An understanding and knowledge of policy and program issues related to human services portfolio issues, including children, young people and their families. Tertiary qualifications in a related discipline.

Note: This is a temporary position available for 12 months. Selection may be based on application only. A merit list will be established and may be used to fill identical vacancies over the next 12 months. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Austin Kenney (02) 6207 5385 austin.kenney@act.gov.au

### **Housing ACT**

#### **Gateway Services**

#### **Senior Gateway Officer**

#### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: SGO1)**

Gazetted: 23 May 2017

Closing Date: 6 June 2017

Details: The Senior Gateway Officer will be responsible for assessing complex client needs, determining eligibility for housing, matching resources to needs, implementing and applying legislation, policies and business rules and delivering front-line client services including assisting people accessing the Central Access Point.

Notes: A merit list will be created from this process and used to fill temporary positions which occur over the next 12 months. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Cherie Salerno (02) 6207 2376 cherie.salerno@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.

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### **Cultural Facilities Corporation**

#### **Canberra Theatre Centre**

#### **Marketing**

#### **Assistant Marketing Manager, Digital**

#### **Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 3502)**

Gazetted: 22 May 2017

Closing Date: 5 June 2017

Details: Here's your opportunity to combine your love of live entertainment with all things digital. In this super fast-paced role, you will be responsible for our website management. In addition, you will be responsible for the development, execution and tracking of direct e-marketing campaigns. An attention to detail is paramount. You will play an integral part in the team and support the development of creative membership acquisition and retention strategies to drive fan engagement, develop brand awareness, generate inbound traffic and cultivate ticket sales. You'll know the ins and outs of Google Analytics, SEO, SEM and have a keen interest in innovative web-based marketing tools. To be the successful applicant, you will possess the following: An excellent understanding and passion for live entertainment marketing; Tertiary education with a Marketing, Business degree or relative experience; Experience in Digital Marketing; Good presentation and organisation skills; Literacy in Photoshop, MS Office and WordPress. Ability to cope with high pressure situations and competing deadlines; Understands group dynamics and behaviour; self-reliant and self-motivated; ability to work effectively as a team player as well as independently

Eligibility/Other Requirements: A Degree in Marketing or related experience.

Note: This is a temporary position available for one year with the possibility of extension and/or permanency.

Applicants must provide a written statement addressing the selection criteria.

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](mailto:jobs@act.gov.au)**

#### **School Performance and Improvement**

#### **Learning and Teaching**

#### **Pedagogy**

#### **Manager**

#### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 36651)**

Gazetted: 18 May 2017

Closing Date: 1 June 2017

Details: Learning and Teaching is a dynamic branch that develops and implements evidenced-based policies, strategies and programs to enhance the implementation of the Australian Curriculum and quality teaching in ACT public schools, to drive improved outcomes for students. Learning and Teaching's Pedagogy section is looking for a high performing officer who has proven leadership capacity in the design and delivery of complex policies, programs and projects. Candidates should demonstrate high level strategic and analytical skills and an understanding of the requirements of government, and a proven ability to provide strategic advice on the implementation of government priorities with an emphasis on stakeholder engagement, innovation and sustainability.

Eligibility/Other Requirements: Previous experience in program management and policy development is desirable.

Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People*

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

Notes: This is a temporary position available until 30 June 2018 with the possibility of extension and/or permanency.

Contact Officer: Josephine Andersen (02) 6205 9350 [Josephine.andersen@act.gov.au](mailto:Josephine.andersen@act.gov.au)

#### **Office for Schools**

##### **North/Gungahlin Network**

##### **Turner School**

##### **Executive Teacher**

##### **School Leader C \$114,067, Canberra (PN: 20561)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: As a member of the Executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Jo Padgham (02) 6205 6622 [jo.padgham@ed.act.edu.au](mailto:jo.padgham@ed.act.edu.au)

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

#### **School Performance and Improvement**

##### **Learning and Teaching**

##### **Office of the Director**

##### **Assistant Manager**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 00161)**

Gazetted: 19 May 2017

Closing Date: 2 June 2017

Details: The Learning and Teaching Branch are looking for a dynamic leader with proven capabilities in public service operations. This role reports directly to the Director and is a key function in delivering the goals of both the branch and the broader ACT Education directorate. The following attributes would be desirable: Ability to support the Director in delivering priorities outlined in the Directorate's Operational Plan; demonstrated capacity to lead the administrative functions of the branch; highly developed collaboration and communication skills (including briefings, correspondence and advice to senior executives and government); strong interpersonal skills and ability to work in a team environment.

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

Note: This is a temporary position available until 27 January 2018 with the possibility of extension.

Contact Officer: Jason Borton (02) 6205 9205 [jason.borton@act.gov.au](mailto:jason.borton@act.gov.au)

#### **System Policy and Reform Division**

##### **Planning and Analytics**

##### **Evaluations**

##### **Evaluation Officer**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 00138)**

Gazetted: 23 May 2017

Closing Date: 31 May 2017



Details: An opportunity exists for an enthusiastic person to join ACT Education's Planning and Analytics Branch. The branch is seeking an applicant to work in a small motivated team that manages administrative and evaluation programs, including the participation of ACT schools in local, national and international assessments. The successful applicant will be responsible for the management, interpretation and evaluation of reporting data. The successful applicant will demonstrate the ability to implement and document effective and efficient processes to analyse and interpret education participation and performance. The position requires the ability to use, or the capability to quickly learn to use, a range of statistical and information management software for data collection and analysis. A detailed understanding of how the Directorate implements policy and programs is desirable. The position requires demonstrated ability in written communication, including reports and stakeholder engagement correspondence. The successful applicant will demonstrate well developed organisational and administrative skills, including sound decision making skills, with the proven ability to work under pressure, prioritise work and meet deadlines under minimal supervision.

Note: This is a temporary position available until 31 June 2018 with the possibility of permanency.

Contact Officer: Gemma Wood (02) 6205 4346 gemma.wood@act.gov.au

**Office of Schools**

**South Weston Network**

**Canberra College**

**Student Records Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 32194)**

Gazetted: 19 May 2017

Closing Date: 28 May 2017

Details: Canberra College is seeking a highly organised, motivated and energetic person to provide operational, administrative and technical support of the highest level to the department of student services. A calm manner and the ability to work flexibly and effectively as part of a team is paramount. This position involves close daily contact with students, staff, parents and the school community.

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

Contact Officer: Hayden Weeks (02) 6142 3326 hayden.weeks@ed.act.edu.au

**Office for Schools**

**North/Gungahlin Network**

**Gungahlin College**

**Classroom Teacher-Information Technology**

**Classroom Teacher \$62,521 - \$98,834, Canberra (PN: 19696)**

Gazetted: 24 May 2017

Closing Date: 7 June 2017

Details: Gungahlin College is seeking an enthusiastic and outstanding Teacher of Information Technology. The ability to teach Programming is essential.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: This is a temporary placement from 17 July 2017 until 26 January 2018.

Contact Officer: John Alston-Campbell (02) 6142 1000 john.alston-campbell@ed.act.edu.au

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

**Office for Schools**

**Belconnen Network**

**University of Canberra Senior Secondary College, Lake Ginninderra**

### **Technology Teacher**

#### **Classroom Teacher \$62,521 - \$98,834, Canberra (PN: 15895)**

Gazetted: 23 May 2017

Closing Date: 6 June 2017

Details: The University of Canberra Senior Secondary College, Lake Ginninderra provides high quality and comprehensive Year 11 and 12 curriculum delivery for the award of the ACT Year 12 Certificate. Qualified, professional, innovative and highly motivated applicants are sought for a Technology teaching position. Applicants must have a Certificate II or higher in Automotive and Certificate IV in Workplace Training and Assessment. Additional skills in Wood and/or Metal technology with an appropriate VET qualification are advantageous. Applicants are encouraged to note any other areas of teaching expertise. The successful applicant will join a dynamic college staff and must be skilled in the delivery of senior Technology for all ability levels. In addition, they must demonstrate a willingness and capacity to participate enthusiastically and skilfully in targeted programs, college-wide, value-add, and partnership initiatives. Interested teachers are expected to contact the college prior to lodging an application.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Martin Watson (02) 6142 0222 martin.watson@ed.act.edu.au

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

### **Office for Schools**

#### **South/Weston Network**

#### **Yarralumla Primary School**

#### **Classroom teacher**

#### **Classroom Teacher \$62,521 - \$98,834, Canberra (PN: 34389)**

Gazetted: 19 May 2017

Closing Date: 5 June 2017

Details: Yarralumla Primary School is seeking a Kindergarten and Year One Classroom Teacher to join our collaborative and committed team.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Prior to commencing this role, 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This is a temporary position available until 26 January 2018.

Applications should be sent to the contact officer.

Contact Officer: Rohan Evans (02) 6142 3250 Rohan.evans@ed.act.edu.au

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

### **Office of Schools**

#### **South Weston Network**

#### **Canberra College**

#### **Liaison Officer**

#### **School Assistant 4 \$61,214 - \$66,285, Canberra (PN: 34761)**

Gazetted: 18 May 2017

Closing Date: 28 May 2017

Details: Canberra College is seeking a highly organised, motivated and energetic person to work with industry, government departments and training providers in order to arrange vocational placements for students

Eligibility/Other Requirements: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). Certificate IV Careers Advisor plus Industry Liaison Trained and/ or experience would be highly desirable. A School Assistant Level 4 is required to work six days (in addition to the four days Professional Learning) during stand down periods between school terms to undertake duties as directed, for example program preparation. This will normally be two days within each stand down period, subject to negotiation with the principal. Contact Officer: Hayden Weeks (02) 6142 3326 hayden.weeks@ed.act.edu.au

**Office for Schools**

**Tuggeranong Network**

**Lake Tuggeranong College**

**Technology/Art Assistant**

**School Assistant 4 \$61,214 - \$66,285, Canberra (PN: 38374, several)**

Gazetted: 23 May 2017

Closing Date: 6 June 2017

Details: Lake Tuggeranong College is seeking applications from experienced Technology/Art Assistants to work within a team and have knowledge in technology/arts area practices. The positions will include preparation of materials, support lessons and delivery of curriculum, manage maintenance of machinery, stock control, purchasing of consumable equipment, obtain quotes and make purchases, business planning and improvement. The successful applicants will be expected to follow Work, Health and Safety (WHS) guidelines at all times and maintain a clean and safe work environment across a large secondary college. The occupants are expected to be proactive, exercise judgement and work with limited supervision.

Eligibility/Other Requirements: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). A School Assistant 4 is required to work six days (in addition to the four days Professional Learning) during stand down periods between school terms to undertake duties as directed, for example program preparation. This will normally be two days within each stand down period, subject to negotiation with the Business Manager. A First Aid qualification or willingness to undertake appropriate training is desirable.

Contact Officer: Margaret Price (02) 6142 3665 margaret.price@ed.act.edu.au

**Office for Schools**

**North Gungahlin Network**

**Harrison School**

**Receipting and School Administrative Officer**

**Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 37012)**

Gazetted: 22 May 2017

Closing Date: 5 June 2017

Details: Harrison School is seeking a highly experienced, energetic, organised and self-motivated person to undertake the duties of Receipting and School Administrative Officer. Under the direction of the Business Manager the successful applicant will undertake a variety of tasks, providing general administrative duties; and assume responsibility of collection and recording of payments, receipting, purchasing and with a high level administrative skills with attention to detail. The successful applicant will have strong customer service and project skills and be proficient in the use of a variety of computer applications, databases and spreadsheets with the ability to advise on and implement effective office work practices.

Eligibility/Other Requirements: Prior to commencing in this role, a current registration issued under the *Working With Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). This position requires a good understanding of computer systems or a willingness to undertake additional training as well as an understanding of the school environment. A Knowledge of 'Edval' and associated management systems; first aid qualifications or willingness to undertake appropriate training would be highly desirable.

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

Contact Officer: Debbie Carne (02) 6142 2200 debbie.carne@ed.act.edu.au

**Office for Schools**

**North Gungahlin Network**

**Harrison School**

**Excursion and School Administrative Officer**

**Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 37013)**

Gazetted: 22 May 2017

Closing Date: 5 June 2017

Harrison School is seeking a highly experienced, energetic, organised and self-motivated person to undertake the duties of Excursion and School Administrative Officer. Under the direction of the Business Manager the successful applicant will undertake a variety of tasks, providing general administrative duties; and as the excursion co-ordinator for whole school events, camps and general excursions. The successful applicant will have strong customer service and project skills and be proficient in the use of a variety of computer applications, databases and spreadsheets with the ability to advise on and implement effective office work practices.

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

This position requires a good understanding of computer systems or a willingness to undertake additional training as well as an understanding of the school environment. A Knowledge of 'Edval' and associated management systems; first aid qualifications or willingness to undertake appropriate training would be highly desirable.

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

Contact Officer: Debbie Carne (02) 6142 2200 [debbie.carne@ed.act.edu.au](mailto:debbie.carne@ed.act.edu.au)

**Office for Schools**

**South Weston**

**Melrose High School**

**Science Laboratory Assistant**

**School Assistant 3 \$51,053 - \$54,947, Canberra (PN: 00668)**

Gazetted: 22 May 2017

Closing Date: 5 June 2017

Details: Melrose High School is seeking candidates with outstanding skills and experience for the position of Science Laboratory Assistant. The ideal candidate will undertake a range of technical and manual duties and provide technical and procedural advice and assistance to teaching staff regarding the implementation and delivery of science education programs. Under general direction the successful person will assist teachers in the preparation of classroom activities and be responsible for the safe storage of chemicals, safe and accurate preparation of chemical solutions and the maintenance and preservation of biology, physics and geology specimens and equipment. Clean, maintain and set up equipment, assist with the purchasing of equipment, consumables and educational technology.

Eligibility/Other Requirements: Desirable: Certificate III in relevant laboratory technology or relevant experience in a science context. First Aid qualification or willingness to undertake appropriate training. Prior to commencing in this role, a current registration issued under the *working With Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This is a permanent part-time position at 31:15 hours per week. The salary noted above will be paid pro rata.

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

Contact Officer: Ryan Kay (02) 6205 7559 [ryan.kay@ed.act.edu.au](mailto:ryan.kay@ed.act.edu.au)

**Environment, Planning and Sustainable Development**

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

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

**Office of the Surveyor-General and Land Information**

**Spatial Information**

**Spatial Information Officer**

**Technical Officer Level 4 \$79,824 - \$91,356, Canberra (PN: 13614)**

Gazetted: 19 May 2017

Closing Date: 2 June 2017

Details: The Office of the Surveyor-General and Land Information are seeking an experienced Spatial Information Officer to support the publication and analysis of spatial data. The successful candidate will work in a small team to assist in managing, distributing and analysing spatial data to support policies and programs of the ACT Government.

Contact Officer: Belinda Allison (02) 6205 3628 belinda.allison@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>**

**Canberra Hospital and Health Services**

**Cancer, Ambulatory and Community Health Support**

**BreastScreen ACT**

**Visiting Medical Officer (VMO) Breast Radiologist**

**Visiting Medical Officer (VMO) Sessional Rate:**

**1st or 2nd screen readings - \$332.27 per hour**

**3rd screen readings and assessment clinics - \$384.94 per hour, Canberra (PN: 0176K)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Overview of the work area and position: BreastScreen ACT is seeking expressions of interest from experienced BreastScreen radiologists to undertake the role of Program Radiologist - Visiting Medical Officer (VMO) for the ACT. The successful applicant/s will be required to provide holistic, best practice, breast imaging, mammographic screen reading and interventional services for women participating in the BreastScreen ACT program.

BreastScreen ACT currently screens 18,500 women per year with an average recall to assessment rate of 5%. The successful candidate/s will be offered a contract as a VMO in accordance with the provisions of Part 7 of the Health Act 1993.

Visiting Medical Officer Sessional Rate: 1st or 2nd screen readings - \$332.27 per hour 3rd screen readings and assessment clinics - \$384.94 per hour. Visiting Medical Officer Contracts will be for a 3 year term. The generic VMO contract is available online: <http://www.health.act.gov.au/professional/medical>.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Primary medical qualification registrable with the Medical Board of Australia. Fellowship of the Royal Australian and New Zealand College of Radiologists or equivalent. Participate in continuing professional development.

Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Ms Yvonne Epping, Director BreastScreen ACT (02) 6205 1540 yvonne.epping@act.gov.au

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 4, 6 Bowes Street PHILLIP ACT 2605

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Justice Health Services**

**Justice Health Services Primary Health Team**

**Registered Nurse Level 3.2 \$114,377, Canberra (PN: 29880)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Justice Health Services Primary Health Team is part of Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) which is a contemporary evidence based service providing high quality care. Justice Health Services (JHS) Primary Health Team provides high quality primary healthcare to people located within the Alexander Maconochie Centre, Symonston Detention Centre and young people at Bimberi Youth Justice Centre. The service aims to provide collaborative, equitable and comprehensive health care that involves the patient and other key stakeholders and services. At this level you will provide senior leadership for the clinical and administrative operations of the Primary Health Team. This includes the day to day management of human and material resources allocated to ensure the provision of safe, efficient, cost effective, high quality health care services.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Holds or is working towards post graduate nursing qualifications, and/or has demonstrated advanced clinical knowledge, skills and experience, in the area of practice. Must hold a current driver's licence. Desirable: Holds or is working towards post graduate nursing qualifications. Previous experience within a corrections/forensics/sexual health/alcohol and drug/chronic disease environment. Tertiary or postgraduate qualifications and experience in clinical nursing practice. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*, comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Tasha Lutz (02) 6207 2841 tash.lutz@act.gov.au

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Clinical**

#### **Nurse Manager**

#### **Registered Nurse Level 3.2 \$114,377, Canberra (PN: 22413, several)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health 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. Overview of the work area and position: The division of Medicine provides patient care across ambulatory and inpatient settings. The Nurse Managers within the Division of Medicine work across the division and provide roster, recruitment and other resource related support to nursing staff. The successful applicant will have advanced computer skills, excellent communications skills and have experience in managing roster and recruitment processes.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Holds or is working towards a post graduate qualification relevant to nursing/management. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: These are temporary positions available for up to 12 months with the possibility of extension and/or permanency from this process. An order of merit may be established to fill similar future vacancies both temporary and permanent, which may occur in the next 12 months.  
Contact Officer: Kellie Nofke (02) 6244 2619 [kellie.noffke@act.gov.au](mailto:kellie.noffke@act.gov.au)

**Canberra Hospital and Health Services**  
**Mental Health, Justice Health, Alcohol and Drug Services**  
**Justice Health Services**

**Forensic Mental Health Services**  
**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 14460)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with four distinguishable yet integrated service components as follows: FMHS Community, FMHS Court Assessment and Liaison (FCAL), FMHS Bimberi Youth Justice Centre (FMHS BYJC) and FMHS at Alexander Maconochie Centre (FMHS AMC). The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service. Eligibility/Other Requirements: Mandatory: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (APHRA). Eligibility for membership of the appropriate professional organisations. Current driver's licence. Prior to commencement successful candidates will be required to comply with ACT Health Occupational Assessment, Screening and Vaccination policy, undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: Selection may be based on written application and referee reports only. Please provide two written referee reports with your written application.

Contact Officer: Jaime Bingham (02) 6205 1551 [jaimie.bingham@act.gov.au](mailto:jaimie.bingham@act.gov.au)

**Canberra Hospital and Health Services**  
**Mental Health, Justice Health, Alcohol and Drug Services**  
**Director of Allied Health**

**Clinical Supervisor - Social Work**  
**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 38558)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Clinical Supervisor – Social Work position reports to the Discipline Principal of Social Work, MHJHADS. The successful candidate will provide clinical supervision to Social Workers and other Allied Health staff consistent with ACT Health, MHJHADS and Australian Association of Social Workers (AASW) policies, procedures and standards. They will have high level knowledge, expertise and skills in the provision of social work services and will be expected to apply this knowledge both to discipline specific and broader allied health contexts. In addition, the successful

applicant will be expected to demonstrate a well developed understanding of quality and safety systems and a commitment to meeting standards and managing job demand. The position holder is expected to operate within the *Public Sector Management Act (1994)*; the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct. To be successful in this position, you will have a demonstrated track record of working in a multi-disciplinary team environment and supporting and contributing to a healthy workplace that embraces diversity, encourages collaborative teamwork and complies with all the applicable regulatory and legislative requirements set out for such a role.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications or equivalent in Social Work. Eligibility for membership of the Australian Association of Social Workers (AASW). Membership of AASW highly desirable. Minimum five years experience in social work practice. Please note prior to commencement successful candidates will be required to: comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals, comply with ACT Health occupational screening requirements related to immunisation, have current registration issued under the *ACT Working with Vulnerable People Act 2011*, and undergo a pre-employment Police check.

Note: This is a part-time position at 11:01 hours per week.

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

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Director of Allied Health**

**Clinical Supervisor Psychology**

**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 38557)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Clinical Supervisor – Psychology position reports to the Discipline Principal of Psychology, MHJHADS. The successful candidate will provide clinical supervision to Psychologists and other Allied Health staff consistent with ACT Health, MHJHADS and Psychology Board of Australia policies, procedures and standards. They will have high level knowledge, expertise and skills in the provision of psychological services and will be expected to apply this knowledge both to discipline specific and broader allied health contexts. In addition, the successful applicant will be expected to demonstrate a well developed understanding of quality and safety systems and a commitment to meeting standards and managing job demand. The position holder is expected to operate within the *Public Sector Management Act 1994*; the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct. To be successful in this position, you will have a demonstrated track record of working in a multi-disciplinary team environment and supporting and contributing to a healthy workplace that embraces diversity, encourages collaborative teamwork and complies with all the applicable regulatory and legislative requirements set out for such a role.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Psychology Board of Australia. Minimum five years experience in psychology practice. Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns, registrars, and/or Higher Degree Students. Desirable: Hold an Area of Practice Endorsement in Clinical Psychology. Please note prior to commencement successful candidates will be required to: comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals, comply with ACT Health occupational screening requirements related to immunisation and undergo a pre-employment Police check.

Notes: This is a part-time position at 7:21 hours per week. The salary noted above will be pro rata for part-time hours.

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

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Director of Allied Health**

**Clinical Supervisor, Occupational Therapy**



**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 37791)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Clinical Supervisor - Occupational Therapy – position reports to the Discipline Principal of Occupational Therapy, MHJHADS. The successful candidate will provide clinical supervision to Occupational Therapists and other Allied Health staff consistent with ACT Health, MHJHADS and Occupational Therapy Board of Australia policies, procedures and standards. They will have high level knowledge, expertise and skills in the provision of occupational therapy services and will be expected to apply this knowledge both to discipline specific and broader allied health contexts. In addition, the successful applicant will be expected to demonstrate a well developed understanding of quality and safety systems and a commitment to meeting standards and managing job demand. The position holder is expected to operate within the *Public Sector Management Act 1994*, the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct.

Eligibility/Other Requirements: Mandatory: Degree (or recognised equivalent) in Occupational Therapy and registered with the Occupational Therapy Board of Australia. Eligible for professional membership of Occupational Therapy Australia. Minimum five years experience in occupational therapy practice. Prior to commencement successful candidates will be required to: Comply with ACT Health credentialing requirements for allied health professionals; comply with ACT Health Occupational Assessment, Screening and Vaccination policy and undergo a pre-employment Police check.

Notes: This is a permanent part-time position at 7.21 hours per week (one day a week). The salary noted above will be paid pro rata.

Contact Officer: Claire Pearce (02) 6207 9290 [claire.pearce@act.gov.au](mailto:claire.pearce@act.gov.au)

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Justice Health Services**

**Forensic Mental Health Services**

**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 17951)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with four distinguishable yet integrated service components as follows: FMHS Community; FMHS Court Assessment and Liaison (FCAL); FMHS Bimberi Youth Justice Centre (FMHS BYJC) and FMHS at Alexander Maconochie Centre (FMHS AMC). The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service. Eligibility/Other Requirements: Mandatory qualifications (dependent on applicant's professional group as shown below): Social Work: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work. Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with the Australian Health Practitioner Regulation Authority (AHPRA), eligible for professional membership of Occupational Therapy Australia. Psychology: At least a 4- or 5- year accredited tertiary sequence of study in Psychology followed

by a post-graduate qualification in Psychology or a one or two year Board approved internship (i.e. 4+2 or 5+1) in Psychology. General Psychology registration with 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 ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any offer of employment being made. Prior to commencement successful candidates will be required to undergo a pre-employment Police check. A current driver's licence is desirable (regardless of professional group).

Contact Officer: Jaime Bingham (02) 6205 1551 [jaime.bingham@act.gov.au](mailto:jaime.bingham@act.gov.au)

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Justice Health Services**

**Forensic Mental Health Service**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 25563)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with four distinguishable yet integrated service components as follows: FMHS Community, FMHS Court Assessment and Liaison (FCAL); FMHS Bimberi Youth Justice Centre (FMHS BYJC) and FMHS at Alexander Maconochie Centre (FMHS AMC). The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service. Eligibility/Other Requirements: Tertiary qualifications in Nursing and be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Relevant experience in the area of mental health. Current driver's licence. Prior to commencement successful candidates will be required to: Comply with ACT Health Occupational Assessment, Screening and Vaccination policy; undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This is an expected permanent vacancy. Selection may be based on written application and referee reports only. Please provide two written referee reports with your written application.

Contact Officer: Jaime Bingham (02) 6205 1551 [jaime.bingham@act.gov.au](mailto:jaime.bingham@act.gov.au)

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Women, Youth and Children Health Programs**

**School Youth Health Nurse**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 32526)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They

were developed by us, for us and are unique to our work. Overview of the work area and position: The ACT School Youth Health Nurse (SYHN) Program is seeking a Registered Nurse with experience working in a community setting to join their team. You may have a clinical background in specialities such as youth mental health, sexual health or drug and alcohol; or you may have experience as a Youth Health Nurse in another state or territory. This is a unique opportunity for you to utilise your diverse skills in this challenging but very rewarding role. The position is well supported by a Clinical Nurse Consultant and you will be part of a friendly, experienced and supportive team, with a great workplace culture.

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. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious disease for Category A. Desirable: Experience and/or qualifications in Youth Health, Mental Health and/or Adolescent Health are desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*

Notes: This is a permanent part-time position at 24 hours per week. The salary noted above will be pro rata for part-time hours. Work hours are 0830-1700hrs Monday to Wednesday OR Wednesday to Friday. The position is based in a high school two days a week and in the office at 1 Moore Street, Civic every Wednesday. The School Youth Health Nurse works under schedule 4 of the ACT Nursing and Midwifery Enterprise Bargaining Agreement (EBA) 2013-2017; page 151. In brief this means you do not work during school holidays throughout the year and you take your accrued annual leave during the Christmas school holidays. If you would like more information regarding this position we encourage you to phone the contact officer.

Contact Officer: Carolyn Thomas (02) 6205 1575 carolyn.thomas@act.gov.au

## **Canberra Hospital and Health Services**

### **Women, Youth and Children**

#### **Women, Youth and Children Community Health Programs**

##### **School Youth Health Nurse**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 38684)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The ACT School Youth Health Nurse (SYHN) program is seeking a Registered Nurse with experience working in a community setting to join their team from 3 August 2017 to 6 July 2018. You may have a clinical background in specialities such as youth mental health, sexual health or drug and alcohol; or you may have experience as a Youth Health Nurse in another state or territory. This is a unique opportunity for you to utilise your diverse skills in this challenging but very rewarding role. The position is well supported by a Clinical Nurse Consultant and you will be part of a friendly, experienced and supportive team with a great workplace culture. This is a full time, temporary position and work hours are 0830-1700hrs Monday to Friday. The position is based in a high school four days a week and in 1 Moore Street, Civic every Wednesday. The School Youth Health Nurse program assists young people in high schools to make a safe transition into adulthood while laying the 'foundations' for health promoting behaviours and attitudes, which will continue through their life span. The School Youth Health Nurse works with a preventative focus including early identification, brief intervention and harm minimisation activities. The nurse is often the first point of contact for young people, their families and school community members seeking information, advice and support in health matters. For issues requiring treatment or intensive counselling, they play an important role in providing referral for clients to the relevant agencies.

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. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious disease for Category A. Desirable: Experience and/or qualifications in Youth Health, Mental Health and/or Adolescent Health are desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Note: This is a temporary position available for the period 3 August 2017 until 6 July 2018. The School Youth Health Nurse works under schedule 4 of the nursing and midwifery agreement (page 151). This is a form of purchased leave and has the unique advantage in that you are not required to work during school holidays. Contact Officer: Carolyn Thomas (02) 6205 1575 carolyn.thomas@act.gov.au

**Canberra Hospital and Health Services**  
**Mental Health, Justice Health, Alcohol and Drug Services**  
**Adult and Community Mental Health Services**  
**Clinical Manager**  
**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 11724)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work. 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, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: Gungahlin Mental Health Team, as part of the Adult Community Mental Health Services, is a contemporary evidence-based service providing high quality community based mental health care that is guided by the principles of Recovery. The services aim to provide collaborative care involving the people, their carers and other key services that access the service. At this level, it is expected that you will provide high quality clinical interventions, care and to achieve of positive outcomes for people. It is an expectation that you will contribute your expertise to the multidisciplinary team; provide supervision to staff at the Registered Nurse 1 level as well as students. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. The position is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Recovery Support Officers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory: Approved tertiary qualifications or equivalent in nursing. Current registration or eligibility for registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). More than 12 months nursing experience in a mental health services, and strong understanding of adult community mental health services. Current driver's licence. Comply with ACT Health occupational screening requirements related to immunisation. Desirable: Post Graduate Qualification in Mental Health Nursing or working towards such. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Contact Officer: Sonney Morrison (02) 6205 1110 sonney.morrison@act.gov.au

**Canberra Hospital and Health Services**  
**Surgery and Oral Health**  
**Surgical Wards**  
**Clinical Development Nurse Ward 5B**  
**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 29940)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

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

will have operational responsibility to the Clinical Nurse Consultant and professional responsibility to the Clinical Development Nurse Coordinator. Applications are invited from innovative and committed Registered Nurses with clinical competence in Orthopaedic/Plastics/ENT and Maxillofacial to undertake the exciting role of Clinical Development Nurse. In this role you are actively contributing to the professional development and learning of Nurses/Midwives in the workplace. Applicants 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 practice setting of the Orthopaedic/Plastics/ENT and Maxillofacial ward. The applicant should demonstrate a willingness to be part of a vibrant and committed organisation that represents a set of values to allow for the provision of high quality health care.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Post graduate qualification in 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 Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Jeanine Young (02) 6244 3375 [jeanine.young@act.gov.au](mailto:jeanine.young@act.gov.au)

### **Canberra Hospital and Health Services**

#### **Medicine**

#### **Medical**

#### **Physiotherapist**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 11572)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health 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. Overview of the work area and position: The Allied Health Led Spinal Pain Service is a new multidisciplinary, community based service currently in development. It is designed to provide a clinical pathway and multidisciplinary community based clinic for clients residing in the ACT who present with back or neck pain to the Emergency Department, Primary Care or other ACT Health services. ACT Health clients who are referred to the Allied Health Led Spinal Pain Clinic will be provided with education, exercise programs, group services and access to a multidisciplinary team, which includes physiotherapy and psychological assessments and interventions as appropriate. The successful candidate will be expected to conduct spinal assessments, coordinate and run education sessions and other duties within their scope as directed by the Lead Clinician, who is the position's line manager and clinical supervisor.

Eligibility/Other Requirements: Mandatory: Degree in Physiotherapy, or recognized equivalent. Be registered or be eligible for 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 ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made. Current driver's licence and willingness to drive. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases. Desirable: Relevant project

involvement. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a part-time position at 29:24 hours per week. The salary noted above will be pro rata for part-time hours. Days of work across work sites to be negotiated with the successful applicant. This position is being re-advertised, previous applicants need not reapply and will be considered as part of this process.

Contact Officer: Kerry Boyd (02) 6174 5105 kerry.boyd@act.gov.au

## **Canberra Hospital and Health Services**

### **Medicine**

### **Medical**

### **Clinical Psychologist**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 11469)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health 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. Overview of the work area and position: The Allied Health Led Spinal Pain Service is a new multidisciplinary, community based service currently in development. It is designed to provide a clinical pathway and multidisciplinary community based clinic for clients residing in the ACT who present with back or neck pain to the Emergency Department, Primary Care or other ACT Health services. ACT Health clients who are referred to the Allied Health Led Spinal Pain Clinic will be provided with education, exercise programs, group services and access to a multidisciplinary team, which includes which includes physiotherapy and psychological assessments and interventions as appropriate. The successful candidate will be responsible for conducting clinical assessments and interventions with eligible/suitable ACT Health clients who are referred to the Allied Health Led Spinal Service. The position will report to the Clinical Lead HP 4 Physiotherapist, who is their operational line manager. Professional and clinical management of this position will come from Manager of Acute Support Psychology

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Masters/Doctoral degree in Clinical Psychology. Area of Practice Endorsement in Clinical Psychology. If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made. Desirable: Eligibility for (or willingness to work towards) gaining approval as a Psychology Board of Australia Approved Supervisor for Higher Degree students, and Principal Supervisor for Registrar Program in Clinical Psychology. Current driver's licence. Prior to commencement successful candidates will be required to: Undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a permanent part-time position at 21.05 hours per week. The salary noted above will be paid pro rata. Days of work across work sites to be negotiated with the successful applicant. This is a readvertised position and previous applicants will need to reapply.

Contact Officer: Kerry Boyd (02) 6174 5106 kerry.boyd@act.gov.au

**Canberra Hospital and Health Services  
Rehabilitation, Aged Care and Community Care  
Community Care Program  
Physiotherapist**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 28319)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: 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 and Alcohol and Drug Services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within 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. This position is part of the Community Care Program and works closely with the Continence Clinical Nurse Consultant and the wider multidisciplinary team. The Continence Physiotherapist provides assessment and treatment for men, women and children across a range of complex continence conditions and pelvic pain presentations. Community Care Physiotherapy provides services for Commonwealth Home Support Program clientele.

Eligibility/Other Requirements: Mandatory: Degree in Physiotherapy or equivalent qualification, and registration with the Physiotherapy Board of Australia. Current driver's licence is desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Comply with ACT Health credentialing requirements for allied health professionals. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Desirable: A post graduate qualification in pelvic floor physiotherapy.

Note: This is temporary position available for a period of 12 months with the possibility of extension. This position is part-time working 22:05 hours per week. The salary noted above will be pro rata for part-time hours. An order of merit will be established for filling vacant positions at level within the next 12 months from this process.

Contact Officer: Dominic Furphy (02) 6205 3808 dominic.p.furphy@act.gov.au

**Corporate  
People and Culture  
Employment Services, Canberra Hospital and Health Services  
Senior Recruitment Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 11195)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They

were developed by us, for us and are unique to our work. Overview of the work area and position: The People and Culture team – Employment Services is responsible for the strategic and operational management of Recruitment, Establishments, Employee Relations and Injury Management, ensuring the effective and efficient operation of strategic people management advice, policy and programs across ACT Health. Under broad direction, you will play a key role in providing day to day recruitment, human resource and contract management support and advice to managers across ACT Health on all matters relating to recruitment and establishments. People and Culture have a temporary vacancy for 5 months with the possibility of extension and or permanency for an experienced Recruitment Officer with relevant knowledge and experience in medical and general recruitment in the ACTPS. This position will be responsible for the management of employment contracts for both Senior Medical and Visiting Medical Officers and general Human Resource duties.

Eligibility/Other Requirements: An understanding of both medical and standard recruitment practices in a public service environment is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary position available for a period of five months with the possibility of extension and/or permanency from this process.

Contact Officer: Grace Taverner (02) 6205 2062 [grace.taverner@act.gov.au](mailto:grace.taverner@act.gov.au)

## **Population Health, Protection and Prevention**

### **Health Protection**

#### **Pharmaceutical**

#### **Database and Operations Support Officer**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 33923, expected vacancy)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the Work Area and Position: The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. The PSS 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 and dispensing data obtained via weekly upload from all ACT pharmacies. The section is also responsible for issuing licences and conducting inspections of premises that deal with medicines or poisons in the ACT. Included in this is regulating community pharmacy ownership and premises through the issue of licences to pharmacy owners. 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 role of the Database and Operations Support Officer within PSS is to administer the Drugs and Poisons Information System (DAPIS), which is an important public health monitoring tool for controlled medicines. The role also provides operational, general administrative and policy support across the section.

Note: This is an expected vacancy which is a part-time position at 22.05 hours per week for up to 12 months with the possibility of extension or permanency. The full-time salary noted above will be paid pro-rata.

Contact Officer: Vivien Bevan (02) 6205 0961 [vivien.bevan@act.gov.au](mailto:vivien.bevan@act.gov.au)



**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Dental Health Program**

**Dental Officer**

**Dentist Level 1-2 \$73,210 - \$133,197, Canberra (PN: 25905)**

Gazetted: 25 May 2017

Closing Date: 8 June 2017

Overview of the work area and position: The ACT Dental Health Program provides oral health services to eligible adults and children within a multidisciplinary healthcare team across various locations in Canberra. Some out of hours work including the treatment of emergency patients by roster. Eligibility/Other Requirements: o Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. o Possession of a recognised Degree in Dental Surgery or Bachelor in Dental Science. Desirable: o Current driver's licence. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. o Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: This position is temporary for 12 months, with the possibility of permanency. Contact Officer: Donna Butcher (02) 6205 1510 donna.butcher@act.gov.au Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 4, 4 Bowes Street PHILLIP ACT 2605

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Adult Mental Health Services**

**Carer Consultant**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 23287)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: 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, maintenance of wellbeing and harm minimisation. The participation of the people who use of service, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services and Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Adult Acute Mental Health Services incorporates the Adult Mental Health Unit (AMHU), the Mental Health Short Stay Unit (MHSSU) and the Consultation Liaison (CL) Team across the Emergency Department and The Canberra Hospital (TCH). AMHU is a 37 bed inpatient unit for people experiencing moderate to severe mental illness. AMHU is a contemporary evidence-based service providing high quality mental health care, guided by the principles of Recovery. The service aims to provide collaborative care involving the consumer, their carers and other key services. MHSSU is a sub-acute 6 bed inpatient unit in the ED for people requiring extended mental health assessment and or treatment initiation. The key role of the Carer Consultant is to improve the carer experience through systemic advocacy for the inclusion and empowerment of carers and to strengthen staff understanding of carer needs and issues.

Eligibility/Other Requirements: Desirable: Progress towards tertiary qualifications and previous mental health service involvement will be considered advantageous to this position. Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Australian Federal Police check.

Note: This is a temporary part-time position available at 29.40 hours per week. The salary noted above will be paid pro rata. Days and hours may be negotiable.

Contact Officer: Helen Braun (02) 6205 9987 helen.braun@act.gov.au

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Rehabilitation and Specialty Mental Health**

**Administrative Services Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 29045)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include rehabilitation and specialty mental services such as: Adult Acute Mental Health Services, Adult Community Mental Health Services, Alcohol and Drug Services, Child and Adolescent Mental Health Services (CAMHS), Justice Health Services. Overview of the work area and position: Reporting to the Operational and Clinical Directors of Rehabilitation and Specialty Mental Health Services, this position will provide high level administrative support, including all aspects of calendar and inbox management, to assist in the strategic and operational processes required for the Operational and Clinical Director to undertake their accountabilities. This also includes the provision of high quality customer service to the consumers and staff of Mental Health, Justice Health, Alcohol and Drug Services. This position may be required to work at various sites, including but not limited to, 1 Moore Street.

Eligibility/Other Requirements: A current drivers licence is preferred but not essential; prior to commencement successful candidates will be required to undergo a pre-employment Australian Federal Police check.

Note: An Order of Merit may be used to fill future identical permanent vacancies at level over the next 12 months.

Contact Officer: Kelly Daly (02) 6205 1313 kelly.daly@act.gov.au

**Canberra Hospital and Health Services**

**Clinical Support Services**

**Pharmacy - TCH**

**Pharmacy Administrative Service Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 38433, expected vacancy)**

Gazetted: 25 May 2017

Closing Date: 22 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The pharmacy department sits in the Division of Clinical Support Services. Clinical Support Services (CSS) provide a range of services that support the clinical divisions within Canberra Hospital and Health Services. The following areas are included within this Division: Biomedical Engineering; Medical Physics and Radiation Engineering; Pharmacy; Clinical Records and Nursing Operational Support. Overview of the work area and position: The Canberra Hospital and Health Services (CHHS) Pharmacy Department have a dynamic, talented team of over 100 staff (pharmacists, technicians and administration staff). The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. This is an exciting opportunity to join the team as the full time pharmacy administrative service officer (ASO). Under the direction of Pharmacy Director, an ASO will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service. The pharmacy mission statement 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: Highly Desirable: Diploma in Administration, Management, Human Resources and/or another relevant field. Prior to commencement successful candidates will be required to undergo a pre-

employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Note: This is an expected permanent position. The successful applicant may be required to work across multiple locations.

Contact Officer: Stuart Margison (02) 6244 2120 stuart.margison@act.gov.au

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Adult Community Mental Health Services**

**Psychologist**

**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 23953)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Services, Adult Acute Mental Health Services, Adult Community Mental Health Services, Alcohol and Drug Services, Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: The allied health Psychology position is based in the Tuggeranong Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services. Allied health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. Adult Community Mental Health Services provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective mental health interventions.

Eligibility/Other Requirements: Must be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Highly desirable: Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service. Have a current driver's licence. Prior to commencement successful candidates will be required to: comply with ACT Health credentialing requirements for allied health professionals; comply with ACT Health Occupational Assessment, Screening and Vaccination policy; undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Contact Officer: Danny Farrow (02) 6205 2787 danny.farrow@act.gov.au

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Child and Adolescent Mental Health Services**

**Child and Adolescent Mental Health Services - Eating Disorders Program**

**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 16749)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) 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) and 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 community teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. The CAMHS EDP team is made up of multi disciplinary mental health professionals who provide assessment and treatment within a recovery framework. This role will be to conduct assessment, provide evidence based psychological therapies to children, adolescents and adults with an eating disorder, facilitate group day program and provide support and supervision to HP1 clinicians. 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 licence. For Social Work: Degree in Social Work, eligibility for membership of the Australian Association of Social Workers. Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Must hold a current driver's licence. Highly desirable for all disciplines: Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service. Experience in working with children and young people.

Prior to commencement successful candidates will be required to: Comply with ACT Health credentialing requirements for allied health professionals; comply with ACT Health Occupational Assessment, Screening and Vaccination policy and undergo a pre-employment Police check.

Notes: This is a temporary position available for a period of six months. The position is part-time at 14.42 hours per week and the salary noted above will be paid pro rata.

Contact Officer: Elissa See (02) 6205 1519 [elissa.see@act.gov.au](mailto:elissa.see@act.gov.au)

### **Canberra Hospital and Health Services**

#### **Mental Health, Justice Health, Alcohol and Drug Services**

#### **Adult and Community Mental Health Services**

#### **Clinical Manager**

#### **Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 19704)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service

planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: The Allied Health position is based in the Belconnen Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services. Allied health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. Adult Community Mental Health Services provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective mental health interventions. 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. For Psychology: Be registered or be eligible 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. Highly desirable for all disciplines: Health Professional 2: Applicants must have a minimum of 12 months paid work experience, post qualification, in a related/relevant organisation/service. Please note prior to commencement successful candidates will be required to: Comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals. Comply with ACT Health occupational screening requirements related to immunisation. Have current registration issued under the *Working with Vulnerable People Act 2011*. Undergo a pre-employment Police check and; have a current driver's licence. Notes: This is a temporary position available for a period of 11 months. Contact Officer: Deepthy Palamadathu (02) 6205 1110 [deepthy.palamadathu@act.gov.au](mailto:deepthy.palamadathu@act.gov.au)

**Canberra Hospital and Health Services  
Mental Health, Justice Health, Alcohol and Drug Services  
Justice Health Services**

**Justice Health Services - Health Professional  
Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 14464)**

Gazetted: 25 May 2017  
Closing Date: 8 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with four distinguishable yet integrated service components as follows: FMHS Community; FMHS Court Assessment and Liaison (FCAL); FMHS Bimberi Youth Justice Centre (FMHS BYJC); FMHS at Alexander Maconochie Centre (FMHS AMC). The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service. Eligibility/Other Requirements: Tertiary qualifications in Psychology, Social Work or Occupational Therapy with current unconditional ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation. Applicants must have a minimum of 12 months paid post graduate professional work experience in a related/relevant organisation/service. Current driver's licence. Prior to commencement successful

candidates will be required to: undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Comply with ACT Health credentialing requirements for allied health professionals.

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

Contact Officer: Jaime Bingham (02) 6205 1551 [jaime.bingham@act.gov.au](mailto:jaime.bingham@act.gov.au)

**Canberra Hospital and Health Services**  
**Rehabilitation, Aged Care and Community Care**  
**Community Care Program**  
**Occupational Therapist**  
**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 25909)**

Gazetted: 25 May 2017

Closing Date: 1 June 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Community Care Occupational Therapy services are offered from Community Health Centres and in patient homes across the ACT. The Community Care Occupational Therapy service offers assessment and interventions relating to assistive technology and home modifications for clients aged 18+ years. Clients vary in their medical conditions and may include people with neurological conditions, orthopaedic conditions, complex medical conditions and frail aged. Community Care Occupational Therapy provides services for National Disability Insurance Scheme participants as well as Commonwealth Home Support Program clientele. Under broad direction, you will play a key role in providing day to day recruitment, human resource and contract management across ACT Health. The successful applicant will be proactive, flexible, adaptive and comfortable with a changing working environment.

Eligibility/Other Requirements: Mandatory: Degree in Occupational Therapy, or recognised equivalent.

Registration with Occupational Therapy Board of Australia. Current driver's licence. Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases. If practicing clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made. Desirable: Experience working with participants of the National Disability Insurance Scheme. Experience working with participants of the Commonwealth Home Support Program. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Kari Moore (02) 6205 1224 [kari.moore@act.gov.au](mailto:kari.moore@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](mailto:jobs@act.gov.au)**

**Legislation, Policy and Programs**

**Civil Law**

**Senior Policy Officer**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 44045)**

Gazetted: 22 May 2017

Closing Date: 29 May 2017

Details: Legislation, Policy and Programs provide legal policy advice to Government, including advice on civil law policy issues affecting ACT legislation, human rights administrative law and courts administration. This position is responsible for provision of high level legal advice to the Government and ACT Public Sector about legal policy in relation to civil law, handling more complex matters arising in the Unit and acting as a consultant for other staff on

questions of legal policy. The successful applicant will also be required to develop and promote positive relationships with stakeholders and represent the Directorate at high-level meetings.

Eligibility/Other Requirements: Legal qualifications and experience in property and commercial matters.

Note: This position is permanent available from the 31 July 2017.

Contact Officer: Sean Costello (02) 6207 8303 sean.costello@act.gov.au

## **Legislation, Policy and Programs**

### **Justice Planning and Programs**

#### **Justice Reinvestment Trial Coordinator**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 38439)**

Gazetted: 19 May 2017

Closing Date: 26 May 2017

Details: Legislation, Policy and Programs is seeking a highly motivated person to join the Justice Planning & Safety Programs, Justice Reinvestment Team at the SOGC level. The Team is responsible for developing the Justice Reinvestment Strategy. The work related to this strategy includes data analysis, costing the justice system, mapping justice-related programs and services, evaluations, Aboriginal and Torres Strait Islander justice issues and the development of justice trials. The successful applicant will oversee the justice reinvestment trial – Yarrabi Bamirr.

Eligibility/Other Requirements: Aboriginality is considered essential, under section 42, *Discrimination Act*. Highly Desirable: In depth knowledge and understanding of the local Aboriginal and Torres Strait Islander community and the issues faced by it. An understanding of trauma informed care and how it relates to service support for Aboriginal and Torres Strait Islander people. Knowledge of the criminal justice system. Desirable: Knowledge of, or experience with, justice reinvestment in an Australian and ACT context would be desirable

Note: This position is temporary available until 15 April 2018.

Contact Officer: Nova Inkpen (02) 6205 4786 nova.inkpen@act.gov.au

## **Public Trustee and Guardian**

### **Principal Financial Manager**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 38282)**

Gazetted: 22 May 2017

Closing Date: 6 June 2017

Details: We are an ACT independent Territory Authority providing professional guardianship, financial management and Trustee related services. We have a vacancy for a motivated and well-organised person who is skilled in financial management to be appointed as Principal Financial Manager in our Financial Management Services Unit. The Financial Management Services Unit provides a financial management service to adults in our community who have diminished ability to manage their financial affairs due to a physical, mental, psychological or intellectual condition. The responsibilities of the position include: Leadership and development of staff, perform duties of team leader of the Financial Management Services Unit through caseload allocation, monitoring the provision of financial administration of ACAT order or EPA appointment, contribute to mentoring and guidance of the team, providing advice, interpretation, recommendations to the team in their client administration and prepare the more complex submissions, reports and correspondence in such matters; Management of complex cases, characterised by multiple asset holdings (shares, trusts, superannuation income streams) and/or business and company assets, domestic and overseas, property management, acute mental health episodes, ongoing litigation, potential high reputational/financial risk which are identified and contained; Quality assurance and audit responsibilities such as review correspondence and reports of staff for quality, consistency and accuracy, conduct reviews of client files maintained by team members for compliance with office policy, procedure and practice, ensure due diligence by staff in their financial management duties as regards risk, probity and accountability and assist the Manager in the maintenance of the Unit's policy/procedure/guidelines. Represent the Public Trustee and Guardian (PTG) as required before Tribunals, key stakeholders and other public forums.

Eligibility/Other Requirements: An understanding of the nature of PTG's business and the environment it operates within; Awareness of PTG's statutory responsibilities; Demonstration of ability and qualities necessary in order to provide a respectful and professional service within a human rights compliant framework. Sound, contemporary

knowledge and/or experience of financial management principles and practices. A sound understanding of the business strategies and risk management processes that PTG uses to achieve its outcomes.

Note: Applicants are required to submit a statement of claims against the specified selection criteria and a current resume. As face to face interviews may not be conducted, applicants should also include two referee reports with their application. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Denise Caldwell and Penelope Parker (02) 6207 9800 [denise.caldwell@act.gov.au](mailto:denise.caldwell@act.gov.au)  
[penelope.parker@act.gov.au](mailto:penelope.parker@act.gov.au)

### **ACT Human Rights Commission**

**Health, Discrimination, Disability and Community Services Commissioner**

**Senior Conciliator and Review Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 09942, several)**

Gazetted: 18 May 2017

Closing Date: 5 June 2017

The ACT Human Rights Commission seeks to fill several positions within the Health, Discrimination, Disability and Community Services Commissioner's complaints team. The Commission is looking for analytical, solutions-focused and resilient people to be responsible for managing a caseload of complex complaints, including investigation and conciliation in the areas of discrimination, health services, disability and community services and services for children and young people. These positions also involve undertaking policy and project tasks and community education and engagement. The ACT Human Rights Commission recruits for diversity. Aboriginal and Torres Strait Islander People and people with a 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 contact officer for this position.

Tertiary qualifications in a legal or health field would be desirable. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

There are several permanent full-time positions and one temporary position available for filling. Selection may be based on written application and referee reports only.

A response should be made to each individually numbered Selection Criteria, which are listed in order of importance. Examples are included to assist applicants to address the Selection Criteria. Please limit your response to a maximum of two pages in total. Applications should be forwarded to: [jobs@act.gov.au](mailto:jobs@act.gov.au)

Contact Officer: Alison Murley (02) 6205 2222 [alison.murley@act.gov.au](mailto:alison.murley@act.gov.au)

### **ACT Corrective Services**

**Custodial Operations**

**Corrections Psychological and Support Services**

**Senior Clinician**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 36906)**

Gazetted: 24 May 2017

Closing Date: 23 June 2017

Details: ACT Corrective Services seeking expressions of interest from suitably qualified people with demonstrated clinical experience, to become a Clinician within a small but challenging unit. The successful applicant will be employed as a Health Professional level 3 and will be a highly experienced Psychologist, Social Worker or Occupational Therapist who will join a Psychology and Support Services team in a correctional facility. They will be expected to promote positive client outcomes through the provision of high quality therapeutic, psychosocial services and rehabilitation promotion activities. They will provide individual or group service delivery and apply knowledge, skills, and professional judgement in the delivery of routine services. As a Senior Clinician you will be required to show strong leadership and management skills, as well as be able to provide supervision and support of junior clinicians. An interest in rehabilitation, the ability to operate effectively in a team, as well as having the



capacity to deal with people from a wide range of cultures and backgrounds in a correctional environment, is essential.

Eligibility/Other Requirements: Tertiary qualifications in Psychology, Social work or Occupational Therapy. Current ACT registration where applicable and/or eligible for membership of the appropriate professional organisation, is required. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). The successful applicant will also be required to undergo pre-employment Medical Assessment and a police record check.

Note: This is a temporary position available for up to three months with the possibility of extension. Selection may be based on application and referee reports only. This position may require the occupant to work on-call arrangements and weekend/public holiday work hours, as per operational requirements.

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.

Contact Officer: Amy Rugendyke (02) 6205 2440 amy.rugendyke@act.gov.au

### **ACT Corrective Services**

#### **Custodial Operations**

#### **Corrections Psychological and Support Services**

#### **Junior Clinician**

#### **Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 35024)**

Gazetted: 23 May 2017

Closing Date: 22 June 2017

Details: ACT Corrective Services is seeking expressions of interest from people with demonstrated clinical experience, personal integrity, self-confidence and exceptional communication skills to become a Clinician within a small but challenging unit. The successful applicant will be employed as Health Professional 1 to provide a range of assessment and treatment services to assist the team in a correctional facility. You will be expected to promote positive client outcomes through the provision of high quality therapeutic, psychosocial services and rehabilitation promotion activities as part of a small team. Further to this, you will provide individual or group service delivery and apply knowledge, skills, and professional judgement in the delivery of routine services. An interest in rehabilitation, the ability to operate effectively in a team, as well as having the capacity to deal with people from a wide range of cultures and backgrounds, in a correctional environment is essential.

Eligibility/Other Requirements: Tertiary qualifications in Psychology, Social Work or Occupational Therapy. Current ACT registration where applicable and/or eligible for membership of the appropriate professional organisation, is required. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). The successful applicant will also be required to undergo Pre-employment Medical Assessment and a Police Record Check.

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

Contact Officer: Amy Rugendyke (02) 6205 2440 amy.rugendyke@act.gov.au

How to Apply: Applicants are required to submit four items: ACT Government Application Cover Sheet; statement of claims against specified selection criteria; a current resume; and the names and contact details of two referees. Please ensure you submit all four items. Ideally, one of the referees should be a current supervisor.

### **Office of the Legislative Assembly**

#### **Parliamentary Support Branch**

#### **Chamber Support**

#### **Chamber Support and Papers Officer**

#### **Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 213)**

Gazetted: 24 May 2017

Closing Date: 8 June 2017

The Position of Chamber Support and Papers Officer provides administrative support to the Chamber Support Office of the Office of the Legislative Assembly, with particular emphasis on the coordination and management of papers tabled in the Assembly.

Note: The Office of the Legislative Assembly is applications from suitable candidates to fill in the role of Chamber Support and Papers Officer. The position is temporary for 12 months with the possibility of extension.

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

Contact Officer: Anne Shannon 02 6205 0440 Anne.Shannon@parliament.act.gov.au

### **Transport Canberra and City Services**

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

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **City Services**

##### **City Presentation**

##### **Program Manager, Improved Municipal Services**

##### **Senior Officer Grade A \$137,415, Canberra (PN: 38641)**

Gazetted: 23 May 2017

Closing Date: 6 June 2017

Details: City Services are seeking the services of a highly experienced and motivated senior manager to lead and guide a small team in the development of a program to assess and enhance municipal services provided by the ACT Government. The successful candidate will have appropriate skills to review, evaluate and propose solutions to complex problems which have the potential to reform aspects of municipal service delivery. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or people with a disability, to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications such as policy, project management, communication and legal.

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

Contact Officer: Stephen Alegria (02) 6207 9833 [stephen.alegria@act.gov.au](mailto:stephen.alegria@act.gov.au)

#### **City Services**

##### **ACT NOWaste**

##### **Project Delivery Team**

##### **Manager, Waste Regulation**

##### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 37979)**

Gazetted: 22 May 2017

Closing Date: 7 June 2017

Details: ACT NOWaste designs, commissions, manages and regulates outsourced waste and recycling services across the ACT and aims to encompass best practice, respond to community demand, maximise resource recovery and meet budget expectations. To this end, the business is seeking to employ a high performing Manager, Waste Regulation within its team. The Manager Waste Regulation manages the waste regulatory functions necessary to support the Waste Manager to meet his or her obligations under the Act. This includes activities necessary for the effective implementation and ongoing administration of the Act, including supporting the Waste Manager in the execution of his or her delegated functions in accordance with the Act. Taking broad direction from the Waste Manager, the Manager Waste Regulation will lead engagement with industry, operating as the central agent to ensure effective coordination between the operations, education and enforcement teams. The manager will set the tone for business engagement, taking a lead responsibility around policy development, licensing, registration

and invoicing. To be competitive in this role you will be able to demonstrate a strong track record working within regulatory environments, driving reform and have the ability to engage with and positively influence stakeholders on a range of complex issues. ACT NOWaste provides challenging and diverse work opportunities and actively supports flexible, family friendly working conditions. The role is located in a freshly refurbished building with open plan accommodation in the Dickson precinct. It is supported with good links to parking and public transport. Eligibility/Other Requirements: A tertiary qualification in a relevant field and extensive experience is highly desirable.

Note: To apply applicants should submit a two page response addressing the selection criteria and current curriculum vitae.

Contact Officer: Michael Trushell 6207 2840 michael.trushell@act.gov.au

## ***APPOINTMENTS***

### **Chief Minister, Treasury and Economic Development**

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

Mark Brooker 848-66265, Section 68(1), 19 May 2017

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

Clair-Ellen Gumley 799-64709, Section 68(1), 19 May 2017

#### **Information Technology Officer Class 2 \$79,824 - \$91,356**

Timothy Mackey 853-59994, Section 68(1), 22 May 2017

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

Seumas McClelland 836-07472, Section 68(1), 22 May 2017

#### **Information Technology Officer Class 2 \$79,824 - \$91,356**

Michael McDonald 846-87347, Section 68(1), 22 May 2017

#### **ORS Inspector 6 \$79,824 - \$91,356**

Shan Rice 848-80198, Section 68(1), 23 May 2017

### **Education**

#### **School Assistant 4 \$61,214 - \$66,285**

Rebecca Osborne 853-58326, Section 68(1), 8 May 2017

### **Health**

#### **Registered Nurse Level 1 \$63,548 - \$84,888**

Brett Grace 853-60872, Section 68(1), 30 May 2017

#### **Registered Nurse Level 1 \$63,548 - \$84,888**

Petronillar Kyalo 848-20865, Section 68(1), 19 May 2017

#### **Registered Nurse Level 1 \$63,548 - \$84,888**

Heather Mittag 840-48852, Section 68(1), 18 May 2017

#### **Registered Nurse Level 1 \$63,548 - \$84,888**

Carlene Morris 845-04061, Section 68(1), 22 May 2017

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

Steven Niovanni 846-99399, Section 68(1), 29 May 2017

**Registered Nurse Level 2 \$88,249 - \$93,533**

Roxanne Orford-Dunne 844-34999, Section 68(1), 22 May 2017

**Clinical Coder \$63,045 - \$78,150**

Dianne Ramadan 853-60370, Section 68(1), 13 June 2017

**Administrative Services Officer Class 2 \$52,991 - \$58,513**

Elise Woodley 853-59919, Section 68(1), 22 May 2017

**Health Professional Level 2 \$61,784 - \$84,816**

Kate Maree Woodward 848-84164, Section 68(1), 25 May 2017

**Justice and Community Safety**

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

Kara Kiely 853-42615, Section 68(1), 23 May 2017

**TRANSFERS**

**Transport Canberra and City Services**

**Kerri Ann Ryan: 853-61023**

From: Bus Operator \$73,448

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. A20198) (Gazetted 13 April 2017)

**PROMOTIONS**

**Canberra Institute of Technology**

**Executive**

**Fiona Dace-Lynn: 784-57457**

From: Manager Education Level 1 \$116,494

Canberra Institute of Technology

To: †Manager Education Level 2 \$138,031

Canberra Institute of Technology, Canberra (PN. 38322) (Gazetted 16 March 2017)

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.

**Executive**

**James Dunstan: 784-86303**

From: Manager Education Level 1 \$116,494

Canberra Institute of Technology

To: †Manager Education Level 2 \$138,031

Canberra Institute of Technology, Canberra (PN. 38320) (Gazetted 16 March 2017)

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.

**Executive**

**Lucy Marchant: 760-81994**

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

Canberra Institute of Technology

To: †Manager Education Level 2 \$138,031

Canberra Institute of Technology, Canberra (PN. 38323) (Gazetted 16 March 2017)

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.

**Executive**

**Anita Wesney: 733-15505**

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

Canberra Institute of Technology

To: †Manager Education Level 2 \$138,031

Canberra Institute of Technology, Canberra (PN. 38319) (Gazetted 16 March 2017)

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.

**Chief Minister, Treasury and Economic Development**

**Access Canberra**

**Community, Business and Transport Regulation**

**Auditing**

**Matthew Dickson: 846-98388**

From: Administrative Services Officer Class 2 \$52,991 - \$58,513

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 38356) (Gazetted 29 March 2017)

**Workplace Safety and Industrial Relations**

**Regulatory Policy**

**Donna Hosie: 827-36942**

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 17942) (Gazetted 4 April 2017)

**Health**

**Canberra Hospital and Health Services**

**Jose Robles Ahumada: 846-95451**

From: Health Professional Level 1 \$57,941 - \$73,823

Health

To: Health Professional Level 2 \$61,784 - \$84,816

Health, Canberra (PN. 14224)

This promotion to a non-advertised position is made under the Health Professionals Enterprise Agreement 2013-2017 C6.3(e)

**Justice and Community Safety**

**Public Trustee and Guardian**

**Finance Unit**

**Callum Hughes: 816-77872**

From: Trust Officer Level 2 \$79,066 - \$96,063

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 38281) (Gazetted 29 March 2017)

**Transport Canberra and City Services**

**Chief Operating Officer**

**Human Resources**

**Employee Relations**

**Casey Barrie: 827-60336**

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

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. 25135) (Gazetted 30 March 2017)

**Transport Canberra**

**Public Transport Operations**

**ACTION**

**Rebecca Davis: 820-77043**

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

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. A20229) (Gazetted 3 April 2017)

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.

***CORRIGENDA***

***APPOINTMENT***

**Education**

**School Assistant 4 \$61,214 - \$66,285**

Rebecca Osborne: 853-58326, Section 68 (1), 08/05/2017

Previously notified with incorrect commencement date.