



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 26 April 2018**

## VACANCIES

### 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)

#### Health, Community and Science

##### Human Service

##### Teacher

##### **Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 38914, several)**

Gazetted: 26 April 2018

Closing Date: 11 May 2018

Details: Three exciting opportunities have opened up for individuals who are interested in teaching in the Vocational Education and Training sector at Canberra Institute of Technology (CIT) Human Services Department. The Department of Human Services delivers a range of programs from the National Training Packages in Community Services and Health. These include the Certificate III in Individual Support (Ageing, Disability and Home and Community), Certificate IV in Ageing and Disability and the Diploma in Nursing, as well as a range of non-accredited, industry specific programs for the continual education of industry professionals. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Note: This position is a temporary position available for two years with the possibility of extension up to but not exceeding five years in total. 'Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.'

Contact Officer: Lily Muthurajah (02) 6205 7381 [lily.muthurajah@cit.edu.au](mailto:lily.muthurajah@cit.edu.au)

#### Business, Tourism and Accounting

##### Accounting Bookkeeping and Legal Services

##### Head of Department

##### **Manager Education Level 1 \$116,494, Canberra (PN: 51765)**

Gazetted: 02 May 2018

Closing Date: 16 May 2018

Details: The Business Tourism and Accounting College at the Canberra Institute of Technology (CIT) has an exciting opportunity for a highly motivated, enthusiastic and experienced leader. As the Head of Department (Accounting, Bookkeeping and Legal Services, you will be responsible for the leadership of a high performing team and the management of quality vocational education and training (VET) related activities; including the implementation of a new training package. This role will be required to proactively contribute to College strategic goals and the achievements of CIT.

Eligibility/Other Requirements: All managers at Manager Education – Level 1 or Manager Education – Level 2 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor), and an Advanced Diploma in Adult Learning and Development (or equivalent). Where a manager undertakes a teaching activity, the manager must also hold vocational qualifications equal or higher to that being taught. Relevant industry experience is highly desirable, though this does not have to be in the discipline being supervised. Bachelor of Education, Management or relevant higher level qualification. Demonstrated Leadership and Management experience in a vocational educational and training (VET) setting. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Note: This is a temporary available until 14 December 2018.

Contact Officer: Fiona Mitchell (02) 6207 3125 [fionam.mitchell@cit.edu.au](mailto:fionam.mitchell@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)

**Treasury, Infrastructure Finance and Capital Works**

**Procurement Projects**

**Finance and Reporting**

**Finance and Systems Officer**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 38355)**

Gazetted: 01 May 2018

Closing Date: 8 May 2018

Details: Infrastructure Finance and Capital Works is looking for experienced and motivated candidate to fill a Finance and Systems Officer's role within the Finance and Reporting Business Unit. The successful candidate will be assisting with the implementation and ongoing administration of the Project Management and Reporting System (P-MARS) for capital works, as well as undertaking the role of Finance Officer. Strong analytical and communication skills are essential for this role. The successful candidate will also be able to liaise across a range of roles and levels throughout the Government. The candidate will also need to adhere to and promote the principles of the Respect Equity and Diversity (RED) Framework, Work Health and Safety (WHS), and the ACTPS Values and Signature Behaviours to maintain a safe, healthy and fair workplace for all staff. The position reports to the Project Director, P-MARS.

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

How to Apply: Applicants should address the selection criteria (with a maximum of 350 words per criterion), provide details of two referees and a current Curriculum Vitae.

Contact Officer: Richard Hutch on [richard.hutch@act.gov.au](mailto:richard.hutch@act.gov.au) or 02 6207 9956

**Access Canberra**

**Transport Licensing**

**Business Support and Training**

**Helpdesk Supervisor**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 46012)**

Gazetted: 02 May 2018

Closing Date: 16 May 2018

Details: Are you keen to join the engine room of Transport Licensing? Are you game enough to assist the Manager with high priority items with minimal guidance and direction? Are you a born leader? We are looking for an energetic, results-driven person to fill the position of the Helpdesk Supervisor working in the Business Support Team with multiple priorities varying from managing stakeholders, drafting policy and procedures to working on the rego.act helpdesk - amongst many more! This team works in a fast-paced environment, researching and implementing solutions in rego.act.Help and Sharepoint tool to reflect policy, legislative and client needs. The team also provide Training, Helpdesk support to users of the rego.act computer system and advice on Road Transport Authority (RTA) legislation, policy and business rules.

Contact Officer: Ellen Marks (02) 6207 7091 [ellen.marks@act.gov.au](mailto:ellen.marks@act.gov.au)

**Shared Services ICT**

**Technology Services**

**Architecture**

**Senior Manager - Architecture**

**Senior Officer Grade A \$137,415, Canberra (PN: 31508)**

Gazetted: 02 May 2018

Closing Date: 18 May 2018

Details: Shared Services Information Communications Technology (ICT) Technology Services are seeking a motivated Senior Manager - Architecture to lead a team that provides solution architecture services to individual Directorate clients as well developing Enterprise Architecture capabilities that will ensure coordinated and strategic investments in common services. The occupant of this role is responsible for the creation, maintenance and management of Information Technology (IT) architecture models and their components. The role will interpret, use and apply information contained within IT architecture to identify and inform business improvement activities, particularly those involved in the design, development, enhancement and maintenance of IT support systems. They will ensure that business, application, data and technology perspectives are in line with Government technology and governance strategies, policies and procedures and take a proactive approach to promoting an integrated architectural approach in improving citizen service delivery. The successful candidate will also develop and maintain relationships with business and IT stakeholders within Shared Services and across the broader ACT Public Service.

Contact Officer: Al Blake (02) 6205 3531 al.blake@act.gov.au

### **Workplace Safety and Industrial Relations**

#### **Public Sector Workforce Health**

##### **Senior safety advisor, Senior Program Officer, Senior Policy Officer**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 09040, several)**

Gazetted: 26 April 2018

Closing Date: 18 May 2018

Details: The Public Sector Workforce Health Team is responsible for ACT Public service (ACTPS) policies and intervention programs in the areas of health, wellbeing, safety and injury management. This includes oversight of the existing ACTPS work safety management system. A recent restructure within the Division has seen the workplace injury performance and the safety support teams come together as the Public Sector Workforce Health team. The team is looking for people with safety, health and wellbeing and/or project management skills and experiences to deliver to an integrated work health and safety wellbeing approach for the ACTPS.

Note: There are several positions available, both permanent and temporary. At least one of the positions will be required to deliver specialist safety advice and support to the ACTPS Directorates. Fulltime and part-time will be considered.

Contact Officer: Rebecca Parton (02) 6205 9482 rebecca.parton@act.gov.au

### **Access Canberra**

#### **Community Business and Transport Regulation**

##### **Investigations, Compliance and Enforcement**

##### **Manager, Gambling and Racing Investigations**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39270)**

Gazetted: 02 May 2018

Closing Date: 9 May 2018

Details: "The fox knows many things, but the hedgehog knows one big thing". The Manager of Gambling and Racing Investigations in Access Canberra's Investigations, Compliance and Enforcement Team has to know many things. They have to know about assessing complaints against relevant legislation; gathering evidence; briefing legal advisers; running compliance programs; developing policy; identifying improvements to legislation and processes; preparing reports and briefings; dealing with complainants and the objects of investigations and managing staff – upwards and downwards. But they still have to know one big thing – how to provide a service to the public. Access Canberra believes the people of the ACT deserve the highest-level of services. The Investigations, Compliance and Enforcement Team aims to provide the best services it can in the context of Access Canberra's engage, educate and enforce model and its "no wrong door" approach to dealing with the public. If you are interested in a position that allows you to display and develop the breadth of your skills this may be the position for you.

Note: This is a temporary position available for 12 months with the possibility of extension. Selection may be based on application and referee reports only. If you have any questions about the position, please contact the Contact Officer.

How to Apply: If you are interested in this position, you should review the Position Description and Job Advertisement for details about the role and associated responsibilities and provide: Your Curriculum Vitae,

including the contact details of at least two referees; a two-page expression of interest setting out: your greatest achievements in the last five years and how they relate to this position and its duties.

Contact Officer: Michael Azize (02) 6207 9179 michael.azize@act.gov.au

### **Infrastructure Finance and Capital Works**

#### **Governance and Contracts**

#### **Senior Procurement Policy Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 32181)**

Gazetted: 30 April 2018

Closing Date: 7 May 2018

Details: Infrastructure Finance and Capital Works (IFCW) is looking for suitably qualified candidate to fill a Senior Procurement Policy Officer's role within the Governance and Contracts Business Unit. We are seeking candidates with strong background in policy development, and the ability to acquire understanding of the procurement policy framework, including legislation. The successful candidate will be assisting the Senior Manager, Procurement Policy in the development and implementation of procurement policy and procedures, including preparation of associated documentation and material for the intranet and website. Strong written, research and analytical skills are essential for this role. The successful candidate will also be able to liaise across government with people from a range of roles and levels. The successful candidate will also need to adhere to and promote the principles of the Respect Equity and Diversity (RED) Framework, Work Health and Safety (WHS), and the ACT Public Service Values and Signature Behaviours to maintain a safe, healthy and fair workplace for all staff. The position reports to the Senior Manager Procurement Policy.

Note: This position was previously advertised on 29 March 2018 with the same position description and selection criteria. Applications received from that process will be considered; previous applicants do not need to re-apply.

How to Apply: Applicants should address the selection criteria in no more than two pages; provide details of two referees and a current Curriculum Vitae.

Contact Officer: Jan Pearce (02) 6207 2625 jan.pearse@act.gov.au

### **Shared Services**

#### **Strategic HR and Corporate**

#### **Change Management and Internal Engagement**

#### **Senior Communications and Employee Engagement Specialist**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39377)**

Gazetted: 02 May 2018

Closing Date: 11 May 2018

Details: Do you have experience in communications, employee engagement and event planning? Are you impeccably organised and known for your fantastic communication skills? Are you someone who enjoys working in a fast paced small team and loves being part of the action? We are looking for a Senior Communications and Employee Engagement Specialist. The successful candidate will manage content for various internal communications channels as well as organise and facilitate various employee engagement initiatives. They will work collaboratively with staff across the organisation including the Executive team, for that reason excellent communication skills and the ability to develop rapport, credibility and maintain networks across ACT Government and external parties is a must. If this sounds like you, we'd like to hear from you. To learn more about this role contact the Contact Officer.

How to Apply: Please submit your application by writing a two page pitch that provides examples from your recent career demonstrating your suitability against the technical, behavioural and qualification requirements for this position.

Contact Officer: Fabiola DeFreitas (02) 6207 7995 fabiola.defreitas@act.gov.au

### **Shared Services ICT**

#### **Business Application Management**

#### **JACS ICT**

**Deputy Information Communication Technology (ICT) Manager  
Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 11303)**

Gazetted: 26 April 2018

Closing Date: 10 May 2018

Details: Shared Services Information Communication Technology (ICT) is seeking a Deputy ICT Manager to work in our Justice and Community Safety Directorate (JACS) embedded ICT team. We are seeking a self-driven person with broad technology knowledge and skills - including good knowledge of contemporary technology including cloud, ICT security, and the various "as a service" initiatives streaming through the industry. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available until January 2019 with the possibility of extension and/or permanency.

How to Apply: Applicants should apply with a two page 'pitch' that describes your experiences as they relate to the position description, along with a short Curriculum Vitae.

Contact Officer: Alana Lundy (02) 6207 7778 [alana.lundy@act.gov.au](mailto:alana.lundy@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)**

**Children, Youth and Families**

**Business Support**

**Manager, Community Engagement and Client Services**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 33116)**

Gazetted: 01 May 2018

Closing Date: 15 May 2018

Details: The Business Support Unit is seeking to recruit an experienced leader for the role of Manager Community Engagement and Client Services. The successful applicant will lead a team that will work innovatively and in partnership with community providers and other government agencies to promote continuous improvement in the delivery of services to children, young people and their families. The Manager will also be responsible for managing complaints across the Children, Youth and Families division. The successful applicant will be able to demonstrate their ability to engage and maintain positive relationships with community providers and demonstrate their ability to develop a shared understanding and common goal with agencies in ensuring children and young people are safe, strong and connected.

Eligibility/Other Requirements: A sound knowledge and understanding of the social and economic issues affecting children, young people and their families within the ACT Government.

Contact Officer: Alison Grace (02) 6205 9225 [alison.grace@act.gov.au](mailto:alison.grace@act.gov.au)

**Children, Youth and Families**

**Business Support**

**Risk and Compliance Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 01749)**

Gazetted: 01 May 2018

Closing Date: 15 May 2018

Details: The Business Support Unit is seeking to recruit an energetic and motivated Risk and Compliance Officer. The Risk and Compliance Officer will be responsible for the management and oversight of the Children, Youth and Families Risk Frameworks, Business Continuity Plans and Work, Health and Safety. They will also provide secretariat support to various committees and assist Business Support by preparing and coordinating, high level briefing papers, ministerial briefs, correspondence and reports in relation to Children, Youth and Families projects and commitments. The Children, Youth and Families division provides early intervention and prevention services

to ACT children, young people and their families and provides services to children with developmental delays. Children, Youth and Families also works with key stakeholders in government and the community sector to provide child protection and youth justice services to children, young people, their families and their carers. Children, Youth and Families works to support vulnerable children and young people to be safe, strong and connected. Contact Officer: Alison Grace (02) 6205 9225 [alison.grace@act.gov.au](mailto:alison.grace@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)**

### **System Policy and Reform**

#### **Early Childhood Policy and Regulation**

#### **Children's Education and Care Assurance**

#### **Authorised Officer**

#### **Professional Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 40480)**

Gazetted: 01 May 2018

Closing Date: 15 May 2018

Details: Early Childhood Policy and Regulation is seeking an Authorised Officer to work in partnership with education and care providers to deliver positive outcomes for children and their families in education and care setting under the *Education and Care Services National Law (ACT) Act 2011 (National Law)* and the *Children and Young People Act 2008 (CYP Act)*. Early Childhood Policy and Regulation (ECPR) is a team within the Children's Education and Care Assurance (CECA), a branch of the ACT Education Directorate. CECA is staffed by professionals with experience and qualifications in either or both Children's Education and Care and/or Government Investigations. ECPR is the ACT Regulatory Authority administering legislation covering approved early childhood education and care services and licensed childcare services in the ACT. ECPR is responsible for issuing approvals for providers, services and certified supervisors and assessing, monitoring and enforcing compliance with the National Law. CECA comprises of three teams; Quality Assessment and Rating, Audit and Risk Management and Investigations. The Authorised Officer will undertake assessment and rating processes and compliance monitoring activities in accordance with the *Education and Care Service National Law (ACT) Act 2011* and the *Children and Young people Act 2008*. They will provide professional support and information on all aspects of education and care services to providers, educators, families and other stakeholders. The successful candidate will have demonstrated well developed interpersonal communication and leadership skills, including the ability to liaise, consult and negotiate with key stakeholders. They will also liaise and negotiate with non-government and government organisations involved in the provision of education and care services and represent the Directorate at meetings, forums and events.

Eligibility/Other Requirements: Qualifications in Education and Care is required as is a demonstrated knowledge and understanding of the *Education and Care Services National Law (ACT) Act 2011*, the *Children and Young People Act 2008*, the Education and Care Services National Regulations 2011 and the ACT Childcare Services Standards. Related qualifications and experience may be considered. A current National Quality Agenda (NQA) Authorised Office status and a current driver's licence is desirable. 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 Registration information 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: An order of merit may be established to fill future vacancies at level over the next 12 months. Selection may be based on application and referee reports only.

Contact Officer: Wendy McDuff (02) 6207 4016 [wendy.mcduff@act.gov.au](mailto:wendy.mcduff@act.gov.au)

### **Business Services**

#### **Strategic Finance**

#### **Financial Services**

#### **Finance Officer**

#### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 00020)**

Gazetted: 27 April 2018

Closing Date: 4 May 2018

Details: The Education and Training Directorate is seeking a self motivated Finance Officer to join the Strategic Finance team. The role involves working in a small but busy team to assist primarily with the development, monitoring and reporting on the Directorate's internal budget. The ability to prepare reports, briefings and drafting of replies to senior management, ministerial and other correspondence within government is essential. The successful applicant will also be required to undertake ad hoc and special projects as required. The ability to solve problems and work under pressure is also an advantage.

Note: This is a temporary position available until 17 May 2019.

Contact Officer: Nida Zahid (02) 6205 9387 nida.zahid@act.gov.au

## **School Performance and Improvement**

### **South and Weston Network**

#### **Canberra College**

##### **Finance Officer**

##### **Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 00129, several)**

Gazetted: 30 April 2018

Closing Date: 7 May 2018

Details: Canberra College and Narrabundah College are both seeking a highly motivated Finance Officer. In your application please indicate if you are applying for both positions or your preference is for Canberra College or Narrabundah College. The successful applicant will maintain the college's financial systems using the MAZE package and have an insight into the Sentral Administration System. Provide financial advice where required. Assist in the preparation of budgets, prepare estimates, financial returns and conduct regular expenditure reviews against approved allocations and prepare statements/returns to show trends. The successful applicant will have a supervisory role of the front office staff and will possess excellent communication and customer service skills and have the ability to work within a busy work environment that has competing demands.

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

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

## **School Performance and Improvement**

### **North and Gungahlin**

#### **Gold Creek School**

##### **Classroom Teacher - Maths**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 15747)**

Gazetted: 02 May 2018

Closing Date: 9 May 2018

Details: Gold Creek School is a P-10 school in the Gungahlin area that supports individualised learning through the implementation of International Baccalaureate programmes, as a framework for teaching the Australian Curriculum. We are committed to professional learning opportunities, collaboration, differentiation, inclusivity and working with our community. An opportunity exists for a high school trained Maths Teacher, to join our senior campus team; adding to the collegial team environment of an engaging and dynamic faculty which maximises student outcomes. We are committed to student directed learning, differentiation, collaborative learning; formative and summative assessment, inclusivity and working with our community. Considerable investment is afforded to our staff to support professional development opportunities. This fosters our focus on staff wellbeing as a priority at Gold Creek School and promotes our inclusive community ethos. The successful applicant will have the skills in delivering teaching and learning programs to meet the individual needs of students.

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

Contact Officer: Sam Beattie (02) 6142 1266 sam.beattie@act.gov.au



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

**School Performance and Improvement**

**South and Weston Network**

**Canberra College**

**Staffing and Administration support officer**

**School Assistant 3 \$51,053 - \$54,947, Canberra (PN: 40380)**

Gazetted: 30 April 2018

Closing Date: 7 May 2018

Details: Canberra College is seeking a highly organised, motivated, flexible and energetic person to fulfil the role of staffing and administrative officer. High level communication and organisational skills are required along with administrative experience. The position is required to give operational and technical support of to the department of student services and the front office. A good knowledge of Maze/School Administration System (SAS) is essential, along with 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 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: Pam Edwards (02) 6142 3288 pam.edwards@ed.act.edu.au

**Office for Schools**

**Tuggeranong Network**

**Lanyon High School**

**Science Laboratory Assistant/ Arts Technology Assistant**

**School Assistant 3 \$51,053 - \$54,947, Canberra (PN: 36695, Several)**

Gazetted: 26 April 2018

Closing Date: 10 May 2018

Details: Lanyon High School is seeking candidates with outstanding skills and experience for the position of Science Laboratory Assistant at 60% and an Arts Technology Assistant (Food Science) at 40%. Under general direction the successful applicant will undertake a range of technical and manual duties in the delivery of science/art technology programs. This will include providing technical and procedural advice regarding the implementation and delivery of science and food technology as well as assisting teaching staff in these subject areas. Other duties required include: preparation of science experiments, food preparation and safe storage of chemicals, preparation of chemical solutions for classroom activities and assist in maintaining a clean and safe working environment. These tasks must be conducted in accordance in Work Health and Safety (WHS) standards and safety procedures. Both roles involve the ability to clean, maintain and set up equipment, assist with the purchasing of equipment/consumables and other administrative tasks as directed. The successful applicant will be pro-active, exercise good judgement, display initiative, work with limited supervision and work collaboratively with teachers and supervisors to achieve positive outcomes for students. Opportunities for further training will be provided to the applicant if required.

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

Desirable: qualifications in safe handling of chemicals in science.

Note: Please note applicants are encouraged to apply for one or both positions and are strongly encouraged to consult with the contact officer with regards to preference.

Contact Officer: Deanne Barnes (02) 6142 1800 deanne.barnes@ed.act.edu.au

**School Performance and Improvement**

**South Canberra/ Weston Network**

**Canberra College**

**Administrative Assistant - Student services**

**School Assistant 2 \$45,058 - \$49,757, Canberra (PN: 02477)**

Gazetted: 30 April 2018

Closing Date: 14 May 2018

Details: Canberra College is seeking a highly organised, motivated and energetic person to fulfil the role of Student Services Officer. Good communication and organisational skills are required along with administrative experience. The position is required to give administrative support to the department of student services. A good knowledge of Maze/ School Administration System (SAS) is an advantage, along with 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 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: Pam Edwards (02) 6172 3288 pam.edwards@ed.act.edu.au

**School Performance and Improvement**

**North Gungahlin**

**Lyneham High School**

**Deputy Principal - Lyneham High School**

**School Leader B \$134,806, Canberra (PN: 04121)**

Gazetted: 26 April 2018

Closing Date: 10 May 2018

Details: Lyneham High School (LHS) is a dynamic and vibrant place to learn and to work. At LHS we aspire to exercise Care for own well-being and for the well-being of others, take pride in the Quality of the learning and teaching that happens in our school and operate in an environment that fosters creativity and innovation. The successful applicant for this School Leader B (SLB) position will be a positive, enthusiastic and high performing leader committed to building whole school capacity in a culture that embraces an evidence informed approach to continuous school improvement. They should work collaboratively, and innovatively, to deliver whole school strategic and operational goals with a focus on student engagement, success, critical and creative thinking and resilience.

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

Contact Officer: Rob Emanuel (02) 6142 1176 rob.emanuel@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**

**Tuggeranong**

**Calwell High School**

**Executive Teacher Science and Technology**

**School Leader C \$115,778, Canberra (PN: 32804)**

Gazetted: 02 May 2018

Closing Date: 16 May 2018

Details: Calwell High School is seeking expressions of interest from suitably qualified applicants to fill a temporary position as the Executive Teacher of the Science and Technology faculty in our 7-10 School. The successful applicant will lead the development of exciting curriculum to meet the varied learning needs of students against the Australian Curriculum in the areas of Science and Technology. At Calwell High School we have a strong ethos of relationships as the foundation for learning and are well on our way in and development of an outstanding Positive Behaviour for Learning framework. The successful applicant will be responsible for the ongoing implementation of that program in the Science and Technology team for all students from Years 7 to 10. The third

area of responsibility for the successful applicant will be the implementation of our whole school literacy plan and the specific literacy functions that pertain to the teaching of Science and Technology.

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

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

Contact Officer: Paul Van Campenhout (02) 6205 6833 paul.vancampenhout@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**

#### **North/Gunghalin Network**

#### **Cranleigh School**

#### **Classroom Teacher**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04230, several)**

Closing Date: 10 May 2018

Weeks to Close: 2

Details: Cranleigh School (P-6) is a Specialist School setting that caters for children with a significant intellectual disability and/or autism. We are seeking dynamic special educators who have a background and passion for teaching students with a disability. The successful applicants will be able to work in a collaborative educational team to deliver an engaging, differentiated learning program based on the Australian Curriculum and individual learning plans (ILPs). A strong commitment to providing all children with a voice through a range of communication approaches will be required. They will demonstrate and have the ability to meet the needs of students with diverse learning requirements in the areas of social skills, personal development, recreation programs, high and complex medical needs, and work in partnership with families. Applicants are encouraged to visit the schools website for detailed information and make contact with the contact officer directly.

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

Note: This is a temporary position available until 21 December 2018 with the possibility of extension.

Contact Officer: Kylie Croke (02) 6142 0444 [kylie.croke@ed.act.edu.au](mailto:kylie.croke@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.

### **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)**

#### **Environment**

#### **Parks and Conservation Services**

#### **Parks, Reserves and Rural Lands**

#### **Conservation Planning Officer**

#### **Technical Officer Level 4 \$79,824 - \$91,356, Canberra (PN: 38208)**

Gazetted: 26 April 2018

Closing Date: 21 May 2018

Details: Parks and Conservation Service is a Branch within the Environment, Planning and Sustainable Development Directorate responsible for planning and management of parks and reserves. It protects and conserves the natural resources of the ACT, promotes appropriate recreational, educational and scientific uses of our parks and reserves. The Environmental Offsets team is seeking a highly motivated self-driven planning officer to assist coordinate the planning a range of natural and cultural resource management programs associated with the delivery of environmental offsets.

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

Contact Officer: Clare McInnes (02) 6205 4680 [clare.mcinnnes@act.gov.au](mailto:clare.mcinnnes@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**

##### **Cancer Nursing**

##### **Clinical Nurse Consultant**

##### **Registered Nurse Level 3.2 \$114,377, Canberra (PN: 24398)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of 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 Division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health centres across ACT Health. Overview of the work area and position: The Haematology Outpatient Service is a dedicated unit providing a variety of procedures and treatments within an Ambulatory setting to patients with malignant and non-malignant haematological disorders in the ACT community. Nursing staff are key members of the multidisciplinary team and work within a supportive environment to develop professionally and deliver patient-centered care. The Clinical Nurse Consultant (CNC) is responsible for the maintenance and upholding standards of nursing care within the Haematology Outpatients Unit, including human and financial management. This involves fostering an environment which actively encourages the development of expert nursing skills and professional development within the area, supporting a positive workplace culture and environment.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Post graduate qualifications (or equivalent) in Haematology Nursing, or similar and current driver's licence. 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, (OMU).

Note: The position is Monday to Friday, business hours with some flexibility required.

Contact Officer: Melissa O'Brien 0412 501 716 [melissa.o'brien@act.gov.au](mailto:melissa.o'brien@act.gov.au)

**Canberra Hospital and Health Services  
Rehabilitation, Aged and Community Care  
Rehabilitation Allied Health**

**Allied Health Assistant, Transitional Therapy and Care Program  
Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 26547)**

Gazetted: 01 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. 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, University of 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. A number of RACC services work collaboratively with the individuals, his/her carers and other services within and external to ACT Health. Overview of the work area and position: The Transitional Therapy and Care Program (TTCP) is based at the Village Creek Centre, Kambah and is a short-term program that aims to optimise the functioning and independence of older people post discharge from hospital. The program is for a maximum of 12 weeks and is provided in either a 15 bed low level care facility, located at Red Hill or in the client's home. The Transitional Therapy and Care Program team consists of a multidisciplinary team including a physiotherapist, occupational therapist, dietitian, social worker, speech pathologist and allied health assistants. The Allied Health Assistant (AHA) role in the TTCP is required work across all the allied health disciplines as required. Under the direction of an Allied Health Professional, AHAs are responsible for the implementation of treatment programs tailored to meet patient's recovery needs, in a variety of settings, ensuring to communicate any changes to the patients progress to the appropriate clinician. The AHA role is supported by an experienced team of clinicians, Allied Health Assistants and will have direct clinical supervision from an experienced Allied Health Professional.

Eligibility/Other Requirements: Mandatory: Certificate IV (or equivalent) in Allied Health Assistance and a current drivers licence. Previous experience working in the rehabilitation and aged care sector is highly desirable. 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. 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 offer of employment being made.

Contact Officer: Johanna Hunter (02) 6205 3964 [johanna.hunter@act.gov.au](mailto:johanna.hunter@act.gov.au)

**Quality Governance and Risk**

**Workplace Safety**

**Workplace Safety**

**Nurse (Occupational Medicine Unit)**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 38191)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: There is a Registered Nurse Level 2 (RN2) position of Occupational Medicine Unit (OMU) is available for 12 months (as from May 2018). OMU provide a clinic for staff assessment, screening, vaccination and blood and body fluids exposure management to ACT Health staff. This position is for an experienced and motivated Registered Nurse to work with the OMU team and ACT Health staff.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Immunisation qualifications. 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, (OMU).

Notes: This is a temporary position available for a period of 12 months. The working hours are Monday to Friday, eight hour shifts (variable shift between 7am and 5pm).

Contact Officer: Joyce Ho-Chinn (02) 6244 2321 joyce.ho-chinn@act.gov.au

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

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

#### **Women and Babies**

#### **Registered Midwife Team Leader**

#### **Registered Midwife Level 2 \$88,249 - \$93,533, Canberra (PN: 26910)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. The Division of Women, Youth and Children offers a range of primary, secondary and tertiary services across the acute and community based sectors. This Intake position is within the maternity services unit at the Centenary Hospital for Women and Children, at The Canberra Hospital. Overview of the work area and position: The Maternity Department at the Centenary Hospital for Women and Children provides holistic, evidence based quality care and advocacy for all women and babies in the ACT and surrounding areas with acute and chronic health needs. The service is family centered, as we understand that the family is central to the successful delivery of health care. We believe in respect for mother, baby and their family and their cultural and religious needs. Each person is an individual with the right to dignity and privacy. The environment is breast feeding friendly and we provide a safe, functional and comfortable work environment for all those that work here. We provide family based care with an emphasis on partnership with families at this important time. We are committed to staff excellence, with a rich culture of ongoing professional development in the specialty of Maternity and Gynaecology. Under the direction of the Clinical Nurse Consultant, the Registered Nurse Team Leader is responsible the management, coordination and delivery of care to women during pregnancy. The role incorporates triage of referrals, direct client care and co-ordination of busy outpatient clinics. The Team Leader facilitates supports the development, orientation and supervision of new staff and students and acts as a role model to promote evidence based practice. The Team Leader role is required to work weekends, coordinating an Antenatal OP clinic.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) as a Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Sound understanding and previous experience providing clinical assessments and triaging written and/or telephone referrals. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; obtain a Compliance Certificate

from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases and comply with ACT Health credentialing and scope of clinical practice requirements for Registered Nurses.

Note: This is a temporary position available for a period of 18 months.

Contact Officer: Julianne Nissen (02) 6174 7368 julianne.nissen@act.gov.au

**Canberra Hospital and Health Services**

**Medicine**

**Clinical**

**Clinical Development Nurse**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 29949)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The 6A Clinical Development Nurse will be responsible for the education and support of graduate nurses and new and existing staff. The Clinical Development Nurse (CDN) will provide and promote education, feedback, reflective practice and innovative change to provide excellent and safe patient care.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Working towards or holds relevant qualifications either at a certificate or postgraduate level. 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, (OMU).

Contact Officer: Cathy Clift (02) 6244 4217 cathy.clift@act.gov.au

**Canberra Hospital and Health Services**

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

**Justice Health Services**

**Nurse (Forensic Mental Health Service)**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 39502)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of 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 five distinguishable yet integrated service components as follows: FMHS Community Outreach Service (FCOS); FMHS Court Assessment and Liaison (FCAL); FMHS at Bimberi Youth Justice Centre (FMHS BYJC); FMHS at Alexander Maconochie Centre (FMHS AMC) and Fixed Threat Assessment Team (FTAT). 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: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); relevant experience in the area of Mental Health and a current driver's licence. Desirable: Tertiary qualifications in Nursing. 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, (OMU).

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 [jaime.bingham@act.gov.au](mailto:jaime.bingham@act.gov.au)

## **Canberra Hospital and Health Services**

### **Women Youth and Children**

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

##### **Maternal and Child Health Nurse**

##### **Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 22706)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Women, Youth and Children division, Community Health Programs deliver a range of primary health care community-based services to children, families and women. Services are delivered within a multi-disciplinary context and include Maternal and Child Health, Women's Health, Allied Health, Immunisation, and School Health. Maternal and Child Health (MACH) services include: lactation support, parent education and support; assessment and screening; early identification and referral; and the delivery of public health programs such as childhood immunisation. 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. Overview of the work area and position: Maternal and Child Health nurses support the National Framework for Universal Child and Family Health services. MACH Nurses adhere to the Competency Standards (Victoria). These domains are: Legal, professional and ethical practice; promotion of child and family health and wellbeing through knowledge and practice; promotion of maternal and child health within the context of public health policy; knowledge development and research. Maternal and Child Health (MACH) nurses support families by working in the model of Family Partnership to provide support, information and health advice within a multidisciplinary context. All MACH Nurses deliver services across the ACT from health centre locations to outreach clinic sites.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); post graduate qualifications in Child and Family Health or equivalent and hold a current driver's licence. Desirable: Qualifications and/or recent experience in Midwifery/Paediatrics or related primary health setting are highly desirable; Family Partnership Model Training (or commitment to complete training); Circle of security Training and International Board Certified Lactation Consultant. 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, (OMU).

Note: Part-time hours will be considered.

Contact Officer: Linda McDonald (02) 6205 3577 [linda.m.mcdonald@act.gov.au](mailto:linda.m.mcdonald@act.gov.au)

## **Canberra Hospital and Health Services**

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

#### **Alcohol and Drug Program**

##### **Co-Morbidity Counsellor (Alcohol and Drug Program)**



**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 29215)**

Gazetted: 03 May 2018

Closing Date: 31 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Alcohol and Drug Service is a multidisciplinary service within the ACT Health providing a range of specialist services for people affected by alcohol and other drug use. The Alcohol and Drug Service is a contemporary, evidence based service providing high quality care, guided by principles of harm minimisation. This position is a part of the Alcohol and Drug Service Consultation and Liaison Service. This service supports people with substance use disorders within Canberra Hospital Health Services. This position works in collaboration with individuals with both mental health and substance use disorders and at the divisional level to ensure individuals have positive health outcomes. This position works with ACT Mental Health Services to build the capacity of health care providers to work effectively with people with mental health disorders and alcohol and other drugs issues. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: Previous clinical experience; preparedness to attain Alcohol and Other Drug competencies as required by the Minimum Qualifications Strategy and a current driver's licence. For Social Work: Tertiary qualification in Social Work; eligibility for membership of the Australian Association of Social Workers. For Psychology: A minimum of a four or five year accredited tertiary sequence of study in Psychology followed by a one or two year Board approved internship (i.e. 4+2 or 5+1); General Psychology registration with the Australian Health Practitioner Regulation Agency (AHPRA) and Psychology Board of Australia approved Principal and Secondary supervisor for 4+2 Internship. For Counselling: Eligible qualification pathways. *Pathway 1:* Minimum five-year full-time (or part-time equivalent) sequence of study made up of: (i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (psychology, social work, occupational therapy or other discipline considered relevant) AND (ii) Minimum two-year full-time (or part-time equivalent) post-graduate study in counselling via a Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA) accredited course; OR (iii) Three-year part-time Australian and New Zealand Association of Psychotherapy (ANZAP) training in the Conversational Model. *Pathway 2:* Minimum three-year undergraduate Bachelor of Counselling degree via a PACFA or ACA accredited course AND (i) Minimum one-year full-time (or part-time equivalent) post-graduate study in counselling via a PACFA or ACA accredited course OR (ii) Three-year part-time ANZAP training in the Conversational Model. Demonstrated evidence of eligibility for listing on the Australian Register of Counsellors and Psychotherapists (ARCAP) as either a Division A PACFA minimum Clinical Registrant or Division B ACA minimum Level 3. 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, (OMU).

Contact Officer: Daniel Panozzo (02) 6174 8349 daniel.panozzo@act.gov.au

**Canberra Hospital and Health Services**

**Medicine**

**Chronic Disease**

**Psychologist**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 38493)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Obesity Management Service (OMS) is looking to recruit a Psychologist with a special interest in chronic disease management. Located in the Belconnen Community Health Centre (BCHC), the Obesity Management Service is a community based service which aims to support adults with class 3 obesity to improve their health and wellbeing. The OMS is led by a Physician and the team includes Registered Nurses, Dietitians, Psychologist, Exercise

Physiologist, and Administrative Officers. The successful applicant will have proven experience in chronic disease management, excellent communication skills and experience in multidisciplinary work, and may have experience with clinical intervention relevant to obesity including eating disorders. The position reports to the OMS Manager and senior discipline specific psychology support will be provided as appropriate. The position entails working as part of a Chronic Disease Management inter-disciplinary team to promote positive patient outcomes through the provision of high quality clinical services, case management, health promotion activities and education. This position may also work collaboratively with the Research School of Psychology at the Australian National University (ANU). Clinical service delivery may include group and individual therapy for people with psychological issues related to their obesity which may include strategies for self-monitoring, eating behaviours, physical activity behaviours, body image issues, life stress, motivation, realistic goal setting, and social relationships. The focus of intervention provided by the Psychologist within the service is on improving and maintaining lifestyle behaviours. The position may also assess patient's psychological suitability for bariatric surgery.

Eligibility/Other Requirements: Mandatory: Be registered with the Psychology Board of Australia.

Desirable: Area of practice endorsement in clinical psychology; approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary part-time position available at 25:43 hours per week for a period of 13 months with the possibility of extension and the full-time salary noted above will be paid pro-rata. Applicants at the Health Professional Level 2 (HP2) may be considered as well. Selection may be based on written application and referee reports only.

Contact Officer: Ana O'Rourke (02) 6205 5297 ana.o'rourke@act.gov.au

## **Canberra Hospital and Health Services**

### **Deputy Director General - Canberra Hospital and Health Services**

#### **Imaging**

#### **Radiographer (Medical Imaging)**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 28811)**

Gazetted: 03 May 2018

Closing Date:

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. Overview of the work area and position: The Medical Imaging Department is responsible for providing a comprehensive and quality diagnostic imaging services for patients in the ACT and surrounding region. The Radiographer position is a clinical role and will be responsible for the provision of general radiography services during business hours, providing leadership for the whole department afterhours and on weekends. Daily operations include the management of patient scheduling, throughput and care as well as immediate staff and clinical contact, along with the management and operation of General Radiography, including equipment and asset management, financial processes and human resource matters. The Radiographer position is required to support the Medical Imaging Department in the provision of a 24/7 service, this includes shift work, overtime and on-call duties outside normal working hours when required.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); be eligible for an ACT Radiation licence; tertiary qualifications or

equivalent in Medical Radiation Science (Radiography). Desirable: Three years post-graduate experience. Angiography, Computed Tomography (CT), Mammography and/or Magnetic Resonance Imaging (MRI) experience. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check ; if practicing clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in 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 employment being made; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Contact Officer: Kate Saunder (02) 6244 2111 kate.saunder@act.gov.au

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

#### **Deputy Director General - Canberra Hospital and Health Services**

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

#### **Consumer Feedback and Engagement Coordinator**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 14820)**

Gazetted: 03 May 2018

Closing Date:

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: This position will work to Divisional Executive Officers in the Office of the Deputy Director-General and with other Consumer Feedback Coordinators to investigate and respond to feedback on ACT Health services, in consultation with relevant divisions. Please refer to the attached duty statement and selection criteria for full information on the position.

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

Contact Officer: Tonia Alexander (02) 6244 2169 tonia.alexander@act.gov.au

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

#### **Health and Protection Service**

#### **Environment Health, Policy and Project Team**

#### **Policy Officer**

#### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 04441)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Population Health Protection and Prevention 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 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. Overview of the work area and position: The Environmental Health Policy and Projects (EHPP) section is responsible for the development and implementation of a wide range of policy items relating to environmental health e.g. food safety, recreational water quality, insanitary conditions, tobacco control and smoke-free, e-cigarettes, communicable diseases and other matters that may impact upon public health. In undertaking such a broad body of work, the EHPP section engages in a number of activities including the

development of public information, policy and legislation, consultation material, Ministerial briefings and contributing to related national public health initiatives. EHPP also administers health care facility licenses in the ACT and provides policy support to the operations-based Environmental Health section. Under the direction of the Senior Policy Officer, the Policy Officer is responsible for drafting a variety of advice and documents (e.g. reports, briefings, and correspondence and fact sheets). This involves undertaking research, understanding complex matters and relevant legislation, and translating these into usable information for the target audience. The Policy Officer role is based at Mulley St, Holder and is to be undertaken during normal business hours.

Eligibility/Other Requirements: Desirable: Tertiary qualifications in a field relevant to public health and experience in a policy officer role. To be successful in this position, it is expected that the successful candidate will have the following attributes: Able to work with others in a team; organised approach to work; adaptable and flexible and copes well with change and can respond quickly to meet clients' needs. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Contact Officer: Cathy Watson (02) 6207 1706 cathy.watson@act.gov.au

## **Quality Governance and Risk**

### **Clinical Safety and Quality**

#### **Clinical Safety and Quality Unit**

##### **Personal Assistant to Executive Director Clinical Safety and Quality Unit**

##### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 13390)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Quality, Governance and Risk Division is focusing on ACT Health's strategic approach to patient safety, quality, governance and risk with a focus on continuous quality improvements. The Deputy Director-General, Quality, Governance and Risk is leading on the development of the ACT Health Quality Strategy and this role will undertake a key leadership role in supporting its delivery. The Division will provide strategic leadership, oversight and advice on ACT Health's Quality approach to deliver Person-Centred, Safe and Effective Care and developing a Culture of Continuous Quality Improvement, as well as providing strategic frameworks in quality, governance and risk across ACT Health. Branches within the Quality, Governance and Risk Division are; Audit, Risk and Compliance; Workplace Safety; Legal and Insurance; Clinical Safety and Quality Unit and People and Culture. The role of the Clinical Safety and Quality Unit (CSQU) is to support the improvements in person-centred, safe and effective care delivery. This is achieved through: Safeguarding the high standards of care through the development of supporting policies, procedures, consumer engagement strategies, reporting and investigating reported incidents and communicating themed patient safety issues and risks to the organisation. Continually improving the quality of the services through active teaching, coaching, and facilitation of improvement and quality assurance programs and the provision of information for service improvement. CSQU is part of the Quality Governance and Risk Division and the structure of CSQU is aligned with the key elements of high quality health care, including the Patient Safety Unit (Incident Management Team, Clinical Review Team, Mortality and Morbidity Coordination, Medico Legal Team), Clinical Effectiveness Unit (Policy Team, Data and Quality Assurance, National Standards) and the Patient Experience Unit (Patient Experience, Advance Care Planning, Quality Improvement. Under the direction of the Executive Director of the CSQU, the Personal Assistant to the Executive Director (ED) is responsible for the provision of administrative support to support the day to day work ED of CSQU and their office. The Personal Assistant will work together with the Executive Officer to manage the workflow of the office, this involves answering and directing telephone, dairy management, drafting correspondence and providing secretariat support for Quality and Safety committees.

Eligibility/Other Requirements: Previous experience providing executive administrative support, including secretariat support, within a health services environment is desirable. To be successful in this position, it is expected that the successful candidate will have the following attributes: Strong organisational skills with a strong work ethic; good communication and interpersonal skills and be flexible, adaptable and comfortable with a changing working environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Contact Officer: Josephine Smith (02) 6205 0059 josephine.smith@act.gov.au

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Dental Health Program**

**Dental Officer**

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

Gazetted: 03 May 2018

Closing Date:

Overview of the work area and position:

The Dental Health Program is in the division of Surgery, Oral Health and Imaging and offers a range of dental services to the community, these include: Child and Youth dental services to all children under the age of 14 years who live in or attend an ACT school. Young people under the age of 18 with access to a Centrelink-issued Pension Concession or Health Care Card. Adult dental services for ACT residents who are the primary holder of a Centrelink-issued Pension Concession or Health Care Card. 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: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Possession of a recognised degree in Dental Surgery or Bachelor in Dental Science. Desirable: Current driver's licence. 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: Dr Chris Bill (02) 6205 0979

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**

**Rehabilitation, Aged and Community Care**

**Rehabilitation Allied Health**

**Allied Health Assistant, Transitional Therapy and Care Program**

**Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 26547)**

Gazetted: 01 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. 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, University of 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. A number of RACC services work collaboratively with the individuals, his/her carers and other services within and external to ACT Health. Overview of the work area and position: The Transitional Therapy and Care Program (TTCP) is based at the Village Creek Centre, Kambah

and is a short-term program that aims to optimise the functioning and independence of older people post discharge from hospital. The program is for a maximum of 12 weeks and is provided in either a 15 bed low level care facility, located at Red Hill or in the client's home. The Transitional Therapy and Care Program team consists of a multidisciplinary team including a physiotherapist, occupational therapist, dietitian, social worker, speech pathologist and allied health assistants. The Allied Health Assistant (AHA) role in the TTCP is required work across all the allied health disciplines as required. Under the direction of an Allied Health Professional, AHAs are responsible for the implementation of treatment programs tailored to meet patient's recovery needs, in a variety of settings, ensuring to communicate any changes to the patients progress to the appropriate clinician. The AHA role is supported by an experienced team of clinicians, Allied Health Assistants and will have direct clinical supervision from an experienced Allied Health Professional.

Eligibility/Other Requirements: Mandatory: Certificate IV (or equivalent) in Allied Health Assistance and a current drivers licence. Previous experience working in the rehabilitation and aged care sector is highly desirable. 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. 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 offer of employment being made.

Contact Officer: Johanna Hunter (02) 6205 3964 [johanna.hunter@act.gov.au](mailto:johanna.hunter@act.gov.au)

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

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

#### **Rehabilitation and Specialty Mental Health**

#### **Registered Nurse, Older Persons Mental Health Community Unit**

#### **Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 14106)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of 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 Mental Health, Justice Services and Alcohol and Drug Services (MHJHADS) Division is a vibrant and diverse division within ACT Health and provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Adult Community Mental Health Services; Justice Health Services and Dhulwa Mental Health Unit. Overview of the work area and position: The Older Persons Mental Health Community Team is a specialist mental health assessment and care service for people over the age of 65 years who have, or are suspected of having, a complex mental illness. The multidisciplinary team works within a clinical management model to provide mental health assessment and treatment services within a recovery framework. The Team consists of three sub-teams; the Assessment Team; the Clinical Management Team and the Intensive Treatment Service. Under the supervision of an Registered Nurse Level 2 (RN2) or RN3 the Registered Nurse 1 role is responsible for the provision of assessment, recovery planning, clinical coordination, treatment and therapeutic

interventions for people who present with fewer complexities. The Registered Nurse 1 role is located within one of the sub-teams and provides either assessment to people who have been newly referred to the service, review and ongoing treatment as a Clinical Manager, or intensive home based interventions for people in an acute phase of their mental health condition.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: Post Graduate qualifications in Mental Health Nursing, or working towards. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment screening and vaccination processes against specified infectious diseases and comply with ACT Health credentialing and scope of clinical practice requirements for Registered Nurses.

Contact Officer: Kylie Henson (02) 6205 1957 [kylie.henson@act.gov.au](mailto:kylie.henson@act.gov.au)

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

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

#### **Graduate (Postgraduate Diploma in Nursing- Mental Health)**

#### **Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: Scholarship18)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: This Program is an excellent opportunity for Registered Nurses (RNs) to build their knowledge and skills in caring for people experiencing a range of mental health conditions. Successful applicants are employed to work clinically on a rotating roster with part time paid employment with the Division of Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS). During the program RNs rotate through a diverse range of inpatient and community based services while studying either part-time or full-time on a full nursing scholarship with the University of Canberra.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); have Australian citizenship or permanent residency and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: These are temporary part-time positions at 25:00 hours per week available for a period of 18 months and the salary noted above will be paid pro rata for part-time hours. Applications addressing the selection criteria together with a current CV should be received no later than Friday 11 May 2018.

Contact Officer: Donna Hodgson (02) 6205 4597 [donna.hodgson@act.gov.au](mailto:donna.hodgson@act.gov.au)

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

#### **Rehabilitation, Aged and Community Care**

#### **Rehabilitation Allied Health**

#### **Social Worker, Rehabilitation Aged and Community Care**

#### **Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 19778)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. Overview of the work area and position: Rehabilitation Aged and Community Care (RACC) is a vibrant Division with ACT Health providing multidisciplinary care across a range of hospital and community settings. RACC Division provides integrated and effective services in the areas of rehabilitation, aged care and community care in a broader range of sites throughout the ACT, including hospitals, community health centres and the homes of clients. This includes health care and support for people with acute, post-acute and long-term illnesses. The Social Worker will have an understanding of issues related to rehabilitation and aged care and the impact on the person and their family/carer, including adjustment to changes such as illness, ageing and disability. They will promote client outcomes through the provision of high quality clinical services across a range of areas or units and working in a multidisciplinary team.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Association of Social Workers (AASW); current drivers licence and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Desirable: Have a minimum of one year experience post qualification and have experience in rehabilitation, aged care or hospital based social work practice. Prior to commencement successful candidates will be required to: 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; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases and undergo a pre-employment Police check.

Note: An order of merit list may be established to fill permanent, temporary and casual positions at level, which may arise over the next 12 months. While the advertised position is full-time, reduced hours may be considered. Selection may be based on written applications alone. All applicants must provide written referee reports from two referees, a written response addressing the relevant selection criteria and a current Curriculum Vitae as part of their written application.

Contact Officer: Patrice Higgins (02) 6244 4159 patrice.higgins@act.gov.au

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

### **Health Protection Service**

#### **ACT Government Analytical Lab**

#### **Chemist/Microbiologist**

#### **Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 11494)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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 Protection and Prevention 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. Overview of the work area and position: The ACT Government Analytical Laboratory (ACTGAL) provides a broad range of analytical services for drugs and poisons in toxicological investigations, police seizures, monitoring of air quality, asbestos testing and microbiological testing of food and water. The laboratory currently holds a Quality Management System certified to AS ISO 9001 and comprises of



three functional units; Toxicology and Forensic Chemistry, Environmental Chemistry and Microbiology units, all of which are accredited to ISO 10725 standards in their relevant fields. The Toxicology and Forensic Chemistry Unit provides analytical support for forensic investigations relating to drugs and poisons and expert opinion to relevant ACT courts. Including supporting coronial investigations, drug treatment programs, laboratory investigations and development of ACT wide legislation (ie Controlled Substances, *Road Transport Act*). The Environment Chemistry unit monitors the ambient air quality in the ACT for compliance with the Ambient Air Quality National Environment Protection Measure, and Asbestos identification and fibre counting on a fee for service basis. The Microbiology Unit is accredited to ISO 17025 in the field of Biological Testing and provides regulatory microbiological analysis as required under various ACT Acts and regulations. In partnership with the Environmental Health unit, collaborate to identify sources of food poisoning and conduct microbiological analysis of food and water on a fee for service basis. Under the direction of the Director of ACTGAL, the Analytical Chemist/Microbiologist role is responsible for analysis of chemical and microbiological samples and the coordination of a variety of ISO 17025 and 9001 quality assurance, quality control processes and work health safety (WHS) activities. This primarily involves the calibration and maintenance of equipment.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications (or equivalent) in Science, Chemistry or Microbiology, or similar. Desirable: Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in 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. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for a period of six months with the possibility of extension.  
Contact Officer: Simon Rockliff (02) 6205 8701 [simon.rockliff@act.gov.au](mailto:simon.rockliff@act.gov.au)

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

#### **Medicine Acute Support Service**

##### **Social Worker**

**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 21617)**

**Closing Date: 17 May 2018**

Weeks to Close:

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 Acute Support Social Work Service provides leadership in psychosocial care of patients and their families or carers. Services include crisis support, assessment and identification of issues and concerns, problem solving, counselling and linkage with specialist services, access to resources, discharge planning and advocacy. The overall function of the position is to promote positive client outcomes through the provision of high quality clinical services, networking and liaison with service providers, health promotion activities and education. Quality improvement, research, provision of supervision and rotation across clinical areas and ability to work as part of a multidisciplinary team are expected roles of this position.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Social Work; a current membership or eligibility for membership of the Australian Association of Social Workers (AASW); at least one year's social work experience; be registered under the Working for Vulnerable People Act and a current driver's licence. Desirable: Previous hospital experience. 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*; 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; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases

Notes: This is an expected permanent position which may be required to participate in overtime, on call, and/or rotation roster.

Contact Officer: Fiona Holihan (02) 6244 2316 [fiona.holihan@act.gov.au](mailto:fiona.holihan@act.gov.au)

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Surgical Administration**

**Receptionist**

**Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 14118)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of 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 Division of Surgery, Oral Health is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions/Extended Day Surgery Unit, Medical Imaging, specialist surgical ward areas, medical and nursing Outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. The Surgical Bookings Department maintains the Elective Surgery Waiting List for the Canberra Hospital and co-ordinate theatre bookings and associated equipment requirements for individual surgical specialists. Overview of the work area and position: Under direction of the Assistant Director of Nursing – Surgical Bookings, the Receptionist will provide administrative support for the Surgical Bookings Unit by undertaking the duties listed in the duty statement.

Eligibility/Other Requirements: Desirable: Experience with Dictaphone typing. 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, (OMU).

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

Contact Officer: Shannon Dougan (02) 6244 4175 shannon.dougan@act.gov.au

**Canberra Hospital and Health Services**

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

**Justice Health Services**

**Occupational Therapist (New Graduate)**

**Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 11092)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent; Mental Health Services; Justice Health Services

and Rehabilitation and Specialty Mental Health Services. Overview of work area and position: 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. An exciting opportunity exists for entry into Justice Health Services, which is operated by Mental Health, Justice Health and Alcohol and Drug Services Division of ACT Health (MHJHADS). The successful applicant will be employed as a Health Professional Officer Level 1, to be a member of the Allied Health team at the Dhulwa Mental Health Unit (DMHU), which is a secure mental health inpatient facility. Under close professional supervision, the position holder will promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team. Provide individual or group service delivery. Apply knowledge, skills, and professional judgement in the delivery of routine services.

Eligibility/Other Requirements: Mandatory: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Occupational Therapy Board of Australia and eligibility for professional membership of Occupational Therapy Australia. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

Contact Officer: Gillian Sharp (02) 6207 9326 gillian.sharp@act.gov.au

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

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

#### **Rehabilitation and Specialty Mental Health**

#### **Psychologist (Mental Health Services- Neuropsychology)**

#### **Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 40371)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) form one of the Divisions of ACT Health. We 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 Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services and Dhulwa Mental Health Unit. Overview of the work area and position: Mental Health Services (MHS) Neuropsychology provides comprehensive neuropsychological assessments and consultation for consumers (adults, adolescents and children) who are actively linked with any of the teams across MHJHADS. MHS Neuropsychology provides feedback to clients and carers, including recommendations and strategies, consultation with treating teams, is developing cognitive remediation programs and provides supervision of Provisional Psychologists and Registrars. This position is a two year full-time contract, designed for new graduates to complete their Clinical Neuropsychology Registrar program, and ultimately obtain an Area of Practice Endorsement as a Clinical Neuropsychologist. As such, applicants must have completed their postgraduate studies in the last 12 months to be eligible to apply. Supervision during the registrar program is provided by a Senior Clinical Neuropsychologist within ACT Health who is a Psychology Board of Australia Approved Supervisor for Clinical Neuropsychology Area of Practice Endorsement. While the position is principally placed in MHJHADS, there may be opportunities in the future to rotate through other divisions of ACT Health. The successful applicant would be expected to: Provide neuropsychology assessments and interventions for people across various settings including child and adolescent, adult, forensic and other specialty services; promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team; provide individual or group service delivery and apply knowledge, skills, and professional judgement in the delivery of neuropsychological services.

Eligibility/Other Requirements: Mandatory: Post-graduate Psychology qualification – Masters/Doctoral degree in Clinical Neuropsychology; be registered or eligible for registration with the Psychology Board of Australia; and to be enrolled in or eligible to enrol in the Registrar program for Area of Practice Endorsement in Clinical Neuropsychology with the Psychology Board of Australia. Desirable: Previous experience working in neuropsychology or a related field; previous experience working in a mental health setting and a current driver's licence. 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 two years.

Contact Officer: Felicity Leslie (02) 6025 1488 felicity.leslie@act.gov.au

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

#### **Rehabilitation, Aged and Community Care**

#### **Rehabilitation Allied Health**

#### **Allied Health Assistant, Transitional Therapy and Care Program**

#### **Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 26547)**

Gazetted: 01 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. 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, University of 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. A number of RACC services work collaboratively with the individuals, his/her carers and other services within and external to ACT Health. Overview of the work area and position: The Transitional Therapy and Care Program (TTCP) is based at the Village Creek Centre, Kambah and is a short-term program that aims to optimise the functioning and independence of older people post discharge from hospital. The program is for a maximum of 12 weeks and is provided in either a 15 bed low level care facility, located at Red Hill or in the client's home. The Transitional Therapy and Care Program team consists of a multidisciplinary team including a physiotherapist, occupational therapist, dietitian, social worker, speech pathologist and allied health assistants. The Allied Health Assistant (AHA) role in the TTCP is required work across all the allied health disciplines as required. Under the direction of an Allied Health Professional, AHAs are responsible for the implementation of treatment programs tailored to meet patient's recovery needs, in a variety of settings, ensuring to communicate any changes to the patients progress to the appropriate clinician. The AHA role is supported by an experienced team of clinicians, Allied Health Assistants and will have direct clinical supervision from an experienced Allied Health Professional.

Eligibility/Other Requirements: Mandatory: Certificate IV (or equivalent) in Allied Health Assistance and a current drivers licence. Previous experience working in the rehabilitation and aged care sector is highly desirable. 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. 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 offer of employment being made.

Contact Officer: Johanna Hunter (02) 6205 3964 [johanna.hunter@act.gov.au](mailto:johanna.hunter@act.gov.au)

**Canberra Hospital and Health Services**

**Clinical Support Services**

**Nursing Administration**

**Enrolled Nurse**

**Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 15674)**

Gazetted: 03 May 2018

Closing Date: 21 May 2018

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

ACT Health invites applications from Graduate Enrolled Nurses for the August 2018 EN Transition to Practice Program (TTPP)

ACT Health offers a twelve-month, structured program that provides a supportive framework for enrolled nurses during their first year of clinical practice. We are keen to receive applications from nurses who are passionate about providing safe, quality, patient centred care and motivated by the organisational values of care, excellence, collaboration and integrity. 12 month contracts will be offered full-time or part-time to assist enrolled nurse graduates with transition into the workforce. This fantastic opportunity will provide participants with support and dynamic learning opportunities offered through the diversity of services available and structured professional development tailored for the enrolled nurse. The twelve-month program will incorporate at least two six month rotations through clinical areas or 12 months within a speciality.

Eligibility/other Requirements: Completed/will complete a Diploma in Nursing between June 2017 and June 2018. Registered or eligible to register as a Enrolled Nurse (EN) with the Australian Health Practitioner Regulation Agency (AHPRA) prior to date of program commencement. A Permanent Resident of Australia or an Australian Citizen, or people in Australia with a valid visa that allows them to work. This includes New Zealand citizens.

Application Process: To be considered all applications must be submitted electronically at:

[www.health.act.gov.au/employment](http://www.health.act.gov.au/employment) Application forms can be downloaded from:

<http://www.health.act.gov.au/professionals/nursing-and-midwifery/transition-practice-program/enrolled-nurse/application>. Applicants are required to submit the following:

Completed application form, Response to the required selection criteria (4 questions) in no more than 1 page Curriculum Vitae. A current transcript of results from CIT/TAFE. Two written professional referee reports using the referee template form supplied (not academic referees). Please note: Incomplete or late applications will not be considered.

This application process is for those applicants that would like to be considered for the August 2018 graduate EN intakes. Short listing will take place from the above submitted documentation. Short listed applicants will be invited to attend an interview/assessment centre on either May 28 or 29, 2018. At this time all elements of the application process will be considered including performance at interview.

Please note: Phone interviews will not be available; to be considered for a position you must attend the assessment centre in person.

Closing date for applications: Monday 21 May 2018

Employment decisions will be based on written application, referee reports, satisfactory academic history, interview and assessment centre analysis. Suitable candidates not offered positions in the first round may be offered positions at a later date as required by ACT Health.

Contact Officers: TTPP EN Coordinator - Maxine Jordan [maxine.jordan@act.gov.au](mailto:maxine.jordan@act.gov.au) or phone (02) 6244 3382

Please do not hesitate to get in touch with a contact officer if you have any queries related to the application process.

**Canberra Hospital and Health Services**

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

**Justice Health Services**

**Assistant in Nursing**

**Assistant in Nursing \$48,888 - \$50,543, Canberra (PN: 37284, several)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

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Eligibility/Other Requirements: Mandatory: Current Driver's licence. Desirable: Certificate III (or equivalent) in Health Services Assistance, or working towards. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: There are several positions available and may be required to participate in overtime, on call and/or rotation roster. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Tash Lutz (02) 6207 9439 tash.lutz@act.gov.au

## **Quality Governance and Risk**

### **Clinical Safety and Quality**

#### **Policy Advisory Team**

#### **Manager (National Standards)**

#### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 01993)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Quality, Governance and Risk Division is focusing on ACT Health's strategic approach to patient safety, quality, governance

and risk with a focus on continuous quality improvements. The Deputy Director-General, Quality, Governance and Risk is leading on the development of the ACT Health Quality Strategy and this role will undertake a key leadership role in supporting its delivery. The Division will provide strategic leadership, oversight and advice on ACT Health's Quality approach to deliver Person-Centred, Safe and Effective Care and developing a Culture of Continuous Quality Improvement, as well as providing strategic frameworks in quality, governance and risk across ACT Health. The role of the Clinical Safety and Quality Unit (CSQU) is to support the improvements in person-centred, safe and effective care delivery. This is achieved through Safeguarding the high standards of care through the development of supporting policies, procedures, consumer engagement strategies, reporting and investigating reported incidents and communicating themed patient safety issues and risks to the organisation; continually improving the quality of the services through active teaching, coaching, facilitation of improvement and quality assurance programs and the provision of information for service improvement. The Clinical Effectiveness Unit within CSQU includes the Clinical Policy Team, Data and Quality Assurance Team and National Standards Team. The unit provides support to clinical and non-clinical staff to assist in the delivery of safe, effective and person-centred health care. The unit is located at ACT Health Bowes Street facility in Woden, ACT, and staff will occasionally be required to attend other ACT Health facilities, including the Canberra Hospital campus. Under the direction of the Director of Clinical Effectiveness, the Manager of National Standards is responsible for the provision of leadership, strategic direction and coordination of activities in preparation for organisational accreditation against the National Safety and Quality Health Service Standards.

Eligibility/Other Requirements: Desirable: Tertiary qualifications (or equivalent) in a health related discipline; previous experience/participation in organisational accreditation against the National Healthcare Standards. Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Josephine Smith (02) 6205 0095 josephine.smith@act.gov.au

## **Innovation**

### **Policy and Stakeholder Relations**

#### **Office for Mental Health**

##### **Change Leader**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 40301, several)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. Overview of the work area and position: ACT Health will establish an interim Office for Mental Health and Wellbeing with full implementation of the proposed model to proceed at a later stage. The Office for Mental Health and Wellbeing proposed model is a whole of government initiative which is tasked with developing a new Territory-wide vision for mental health and wellbeing. The Office will be focused on change management and systemic quality improvement, including all aspects of the experience of mental health and mental illness, including health services, drug and alcohol, primary care, housing, employment, community services, justice, the police, education, social inclusion and so on. The ACT Office for Mental Health and Wellbeing is modelled partially on the UK's 'Delivery Unit' in that its focus is on implementation science and quality improvement. It also takes into account the most effective features of reforming Mental Health Commissions both internationally and in Australia. The Office works with partners both within government and without, to identify the direction of mental health reform in the ACT, to drive change, implement reform and measure progress. Operating as a change agent for mental health reform the ACT Office for Mental Health and Wellbeing: Identifies opportunities for quality

improvement across the entire continuum of mental health care; supports responsible agencies and people to address these opportunities; and reports on progress. There is already mental health policy and provider expertise in the ACT, spread across government and non-government agencies. There is also a deep wellspring of service-user, family carer and provider expertise, grounded in their experience of local services and systems. There is a need to better harness all this expertise and provide a more integrated system to address mental illness and promote mental health across the Territory. Under the broad direction the Coordinator General Office for Mental Health, the Change Leader/s are responsible for the provision of leadership regarding the change management portfolio of sector improvement initiatives embarked on by the Office for Mental Health. Core responsibilities for the Change Leader include analytics, quality improvement activities, system design, the identification and application of evidence and community consultation and engagement with a key focus is on turning research and evidence into sustainable practice.

Eligibility/Other Requirements: Desirable: Tertiary qualifications (or equivalent) in Operational Management or Health Policy and previous experience in data analysis within a mental health environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Contact Officer: Amber Shuhyta (02) 6205 3763 [amber.shuhyta@act.gov.au](mailto:amber.shuhyta@act.gov.au)

### **Office of Director General**

#### **Government and Communications**

#### **Media and Strategic Communications**

#### **Digital Services Manager, Online Strategy and Design**

#### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 36833)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers for better health outcomes by: Delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing, and improving access to appropriate health care, and having robust safety and quality systems. ACT Health works closely with other ACT Government agencies such as the ACT Government's Community Services Directorate, Justice and Community Safety Directorate, Chief Minister, Treasury and Economic Development Directorate, and emergency services providers such as the ACT Ambulance Service and the Australian Federal Police. Formalised consultative arrangements also exist with a range of agencies, such as the Health Care Consumers' Association (ACT), ACT Medicare Local and mental health, alcohol and drug, and other community service providers. The tertiary and training sectors remain key partners in the planning, development and delivery of healthcare services. Partnership arrangements with the Australian National University Medical School, University of Canberra, Australian Catholic University and Canberra Institute of Technology are well established and serve to assure the future supply of skilled health professionals. Overview of the work area and position: The Communications Branch leads and directs internal and external strategic communications, media, digital, social media and marketing activities that support ACT Health achieve its goals. The Online Strategy and Design Team leads digital communications and community engagement capability and capacity within ACT Health. The team is responsible for the delivery of the Directorate's digital and design products, brand management, photography, video and providing teams across ACT Health with digital strategy, web governance and training opportunities. Under the broad direction of the Deputy Director for Online Strategy and Design, the Digital Services Manager contributes to, develops and implements all aspects of the digital strategy, approved online services and creative services for the promotion of and increased engagement in health services.

Eligibility/Other Requirements: Desirable: Tertiary qualifications (or equivalent) in a relevant field and previous experience working in a corporate, not-for-profit or government organisation. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jack Walsh (02) 6205 2105 [jack.walsh@act.gov.au](mailto:jack.walsh@act.gov.au)

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

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

#### **Adult Acute Mental Health Services**



**Nurse (Clinical Support Officer)**

**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 33437)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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 and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Speciality Mental Health Services; Adult Community Mental Health Services; Adult Acute 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 Crisis Assessment Treatment Team (CATT) provides 24-hour acute mental health services in the ACT and is strongly focused on the provision of timely and effective clinical intervention. CATT provides specialist mental health assessment and treatment services through a multi-disciplinary team and are based on best available clinical evidence with an emphasis on positive outcomes that are tailored to an individual person's needs. The service is guided by principles of recovery and aims to provide collaborative care involving persons with a lived experience of mental illness, their carers and other key services and stakeholders. As Clinical Support Officer you will be responsible for supporting the CATT Team Leader with the key strategic directions of the team. This will involve supporting clinical audit compliance, undertaking and contributing to clinical review process, contributing to quality improvement, participating in recruitment and leading learning and development activities within the team. Your immediate supervisor will be the CATT Team Leader. As required you will represent the CATT Team leader at professional forums including committees and working groups.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Approved Tertiary qualifications or equivalent in Nursing; more than 12 months nursing experience in a mental health services; strong understanding of adult community mental health services; post Graduate Qualification in Mental Health Nursing or working towards such and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

Contact Officer: Jason Morris (02) 6205 1972 jason.morris@act.gov.au

**Canberra Hospital and Health Services**

**Medicine**

**Clinical**

**Clinical Care Coordinator**

**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 38047)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Clinical Care Coordinator is a responsible for providing ward based clinical leadership for the day to day activities in the ward environment.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Holds or is working towards a tertiary Management and/or Nursing qualification. 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, (OMU).

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

Contact Officer: Jenny Hegarty (02) 6244 2265 jenny.hegarty@act.gov.au

**Quality Governance and Risk**

**Clinical Safety and Quality**

**Patient Safety Team**

**Clinical Safety System Coordinator**

**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 04568)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of 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. Overview of the work area and position: The role of the Clinical Safety and Quality Unit (CSQU) is to promote and facilitate a culture of excellence, innovation, education and research in healthcare improvement through a framework designed for the delivery of a safe and reliable healthcare system. This is achieved through: Safeguarding the high standards of care through the development of supporting policies, procedures, consumer engagement strategies, reporting and investigating reported incidents and communicating themed patient safety issues and risks to the organisation; continually improving the quality of the services through active teaching, coaching, facilitation of improvement programs and the provision of information for service improvement. CSQU is part of the Quality Governance and Risk Division and the structure of CSQU is aligned with the key elements of high quality health care, including the Patient Safety Unit (Incident Management Team, Clinical Review Team, Mortality and Morbidity Coordination, Medico Legal Team), Clinical Effectiveness Unit (Policy Team, Data and Quality Assurance, National Standards) and the Patient Experience Unit (Patient Experience, Advance Care Planning, Quality Improvement). The Patient Safety Unit's responsibilities include: Educating, promoting and guiding the application of incident management principles and processes to support continuous improvement for the provision of safe and high quality patient care for internal and external stakeholders; identifying, analysing, investigating and reporting potential patient harm and patient safety indicators to support continuous improvement and assisting staff and ACT government solicitors with claims, all aspects of the coronial process and other legal and police matters as well as meeting insurance reporting obligations. The Patient Safety System Coordinator's primary function is to coordinate clinical incident management processes across all CHHS divisions. The position reports to the Director, Clinical Safety System, Clinical Safety and Quality Unit.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). 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, (OMU).

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

Contact Officer: Philippa Keating (02) 6205 0398 philippa.keating@act.gov.au

**Canberra Hospital and Health Services**

**Medicine**

**Acute Support Services**

**Physiotherapist Clinical Educator**

**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 20813)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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: Acute Support Physiotherapy Services is based within the Division of Medicine and provides physiotherapy services to a range of clients in acute inpatient setting and specialised outpatient services to patients of Canberra Hospital. Our Physiotherapists work closely with patients, carers, referrers, other health care professionals and multidisciplinary teams to achieve safe high quality patient centred care. Under the broad direction of the Acute Support Physiotherapy Manager, the Physiotherapist role within Acute Support Services is responsible for the delivery of high-quality physiotherapy services and associated functions to support services delivery in clinical areas. At this level, the Physiotherapist is expected to undertake a designated clinical educator role within the department, providing input senior physiotherapy team decision making and responsibilities. Clinical supervision, and professional development is provided through team structures, supervision support, competency based assessments and informal and formal professional development opportunities.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) as a Physiotherapist with the Australian Health Practitioner Regulation Agency (AHPRA) and a current drivers licence. Five years clinical experience is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases. 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.

Note: This is a temporary part-time position available at 18.38 hours per week, available until December 2018. The full-time salary noted above will be paid pro rata. This position may be required to participate in after hours on call and/or rotational roster. A merit list may be established to fill future temporary vacancies at level, which may arise over the next 12 months.

Contact Officer: Kerry Boyd (02) 6244 2670 [kerry.boyd@act.gov.au](mailto:kerry.boyd@act.gov.au)

**Canberra Hospital and Health Services**

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

**Adult Community Mental Health Services**

**Manager (Adult Community Mental Health Services)**

**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 23892)**

Gazetted: 03 May 2018

Closing Date: 10 May 2018

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

Adult Community Mental Health Service (ACMHS) Teams are contemporary evidence-based services 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 who access the service, their carers and other key services. As

Manager, you will be responsible for supporting the key strategic directions of the service, promoting change and contributing to service development. In collaboration with medical staff, you will support the provision of evidence-based clinical interventions within standardised clinical processes. You will report against key performance indicators and promote a learning environment for the team premised on utilisation of Learning and Achievement Plans.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications or equivalent in Nursing, Occupational Therapy, Psychology or Social Work with current unconditional AHPRA registration where applicable and/or eligibility for membership of the appropriate professional organisation and a current driver's licence. Desirable: Previous management experience and strong understanding of adult community mental health services. 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; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: The ACMHS Program is currently implementing an internal redesign process and a new Model of Care and hence the successful applicant may be required to be transferred at level/position within the program based on operational need.

Contact Officer: Bruno Aloisi (02) 6205 1972 [bruno.aloisi@act.gov.au](mailto:bruno.aloisi@act.gov.au)

## **Canberra Hospital and Health Services**

### **Clinical Support Service**

#### **Pharmacy**

#### **Lead Pharmacist (Medicine)**

#### **Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 28945)**

Gazetted: 03 May 2018

Closing Date: 17 May 2018

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of 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 Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Pharmacy; Biomedical Engineering; Acute Support Services; Medical Physics and Radiation Engineering; 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 approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. The pharmacy team charter is *"Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community"*. Under the broad direction of the Deputy Director of Pharmacy (Clinical), the Lead Pharmacist for Medicine will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service. The responsibility of this position is to provide leadership, management, and coordination of the clinical pharmacy services to the medical specialty areas. This position will also include advanced clinical, education, research and quality improvement roles. The position holder will also integrate into the CHHS Pharmacy team and will provide a range of pharmacy services on weekends, after hours and public holidays as rostered, including on call.

Eligibility/Other Requirements: Mandatory: Be registered (or be eligible for registration) as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA); postgraduate qualifications in Clinical Pharmacy, Management, Education or Research, or equivalent work experience (supported by the development of an

Advance Pharmacist Practice Portfolio); significant experience of working within the area of medicine. Desirable: The Society of Hospital Pharmacist of Australia (SHPA) membership; research experience and/or publication in peer reviewed journals; project management experience and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in 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.  
Contact Officer: Hameda Lane (02) 6244 2121 hameda.lane@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)**

#### **ACT Courts and Tribunal**

##### **Corporate and Strategic Services**

##### **Corporate Information and Systems**

##### **Senior Business Analyst**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 33942)**

Gazetted: 26 April 2018

Closing Date: 7 May 2018

Details: The ACT Courts and Tribunal is seeking a self-motivated person with a strong focus on providing high level client service, well developed communication skills, an ability to work well within a dynamic environment, and the capacity to work with people from diverse backgrounds to undertake the role of Business Analyst and Support Officer. As Senior Business Analyst you will lead continuous improvement, advising on Courts and Tribunal Operations by actively driving: The implementation of technology initiatives to meet changing business needs; consistent communications with key stakeholders and the implementation of business solutions. For information on the ACT Law Courts and Tribunal please visit: [www.courts.act.gov.au](http://www.courts.act.gov.au).

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

How to Apply: Please submit a written application, of no more than two pages, outlining relevant experience and examples, demonstrating your capacity to perform the duties and responsibilities of the role, as outlined in the Position Description, along with your current resume and names and contact details of two referees.

Contact Officer: Giuliana Tonini (02) 6207 5727 giuliana.tonini@courts.act.gov.au

#### **ACT Corrective Services**

##### **Community Corrections and Release Planning**

##### **Post Release Community Corrections and Parole**

##### **Probation and Parole Officer**

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 11947)**

Gazetted: 01 May 2018

Closing Date: 10 May 2018

Details: ACT Correctives Services (ACTCS) is seeking applications from highly motivated and conscientious people to join the Post Release Community Corrections and Parole Unit to fill the temporary position of Probation and Parole Officer. The Unit supervises people on court orders within the community utilising case management principles. Our focus is on reducing offending behaviour through supportive and rehabilitative interventions. We are seeking an individual with a genuine interest in the area and who are interested in working with these clients in a team environment. The successful applicant will be expected to provide case management and supervision for a case load of people on court and parole orders, will also be expected to provide written and verbal reports to courts and other relevant bodies and administer court orders as required.

Eligibility/Other Requirements: The successful candidate may be required to undergo a criminal record check and have a current driver's licence. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

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

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

Contact Officer: Megan Valler (02) 6205 8032 [megan.valler@act.gov.au](mailto:megan.valler@act.gov.au)

## **ACT Corrective Services**

### **Community Services and Release Planning**

#### **Post Release Community Corrections and Parole Unit**

##### **Administrative Assistant**

##### **Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 49900)**

Gazetted: 01 May 2018

Closing Date: 10 May 2018

Details: Applications are sought from highly motivated candidates to join ACT Corrective Services Community Corrections and Release Planning Business Unit to fill the temporary position as an Administrative Services Officer 4 (ASO4). The Administrative Assistant works closely with community corrections staff and managers, providing administrative and clerical support across a range of branch business units, which: Perform reception duties and assess offender risk; appropriately direct incoming enquiries; supervise and monitor offenders undertaking community service work; maintain records and reports to the court in relation to progress and non-compliance; administer ACT sentences, maintain registers; provide general administrative support to the Community Corrections Unit and provide secretariat support to the Sentence Administration Board.

Eligibility/Other Requirements: The successful candidate may be required to undergo a criminal record check; a current driver's licence is essential. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

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

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

Contact Officer: Megan Valler (02) 6205 8032 [megan.valler@act.gov.au](mailto:megan.valler@act.gov.au)

## **Office of the Legislative Assembly**

### **Office of the Clerk**

#### **Education and Engagement Officer**

##### **Administrative Service Officer 4/5 \$34.77 - \$40.90 + 25% loading, Canberra (PN: 106)**

Gazetted: 01 May 2018

Closing Date: 22 May 2018

Details: The Office of the Legislative Assembly has established a temporary employment register to identify people with suitable skills who are interested in casual employment as an Education and Engagement Officer in the Office of the Clerk. Education and Engagement Officers are responsible for the delivery of education and engagement programs to individuals and groups visiting the Assembly, development of program resources associated with education and engagement events and assisting in the public affairs and engagement activities relating to social media, video production and content management responsibilities. Casual work may be offered during periods of peak workload between Monday and Friday. Work will be offered on an hourly, part-day or daily basis depending on operational requirements. Successful applicants will be paid on an hourly rate plus loading at the Administration Services Officer 4 or 5 classification, depending upon experience. The employment register will be

reviewed at the end of December each year; at which time applicants will be removed from the register. If you are still available and wish to be considered for future casual employment opportunities, you are required to re-register your interest by submitting an updated application. If at any time, details included on your application change, it would be appreciated if an updated version could be forwarded to OLARecruitment. As part of your application you will need to provide: 1) Application cover letter; 2) Resume, including the contact details of two referees; and 3) One page pitch telling us how your skills, knowledge, experience and qualifications make you the best person for the job. The information provided in your application must demonstrate that you meet the capabilities and requirements of the role (refer to the position description).

Contact Officer: Joanne Cullen (02) 6205 3016 joanne.cullen@parliament.act.gov.au Applications can be forwarded to: OLARecruitment@parliament.act.gov.au

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

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

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

#### **City Services**

##### **ACT NoWaste89918**

##### **Waste Policy**

##### **Senior Officer, Research, Analytics and Policy**

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 00332)**

Gazetted: 01 May 2018

Closing Date: 24 May 2018

Details: ACT NoWaste manages contracts and service agreements for a range of waste and recycling activities to residents and businesses. These services are provided at a number of facilities across the ACT as well as residential kerbside collections. ACT NoWaste designs, commissions and manages outsourced waste and recycling services which aim to encompass best practice, respond to community demand, maximise resource recovery and meet budget expectations. Additionally, ACT NoWaste manages the provision of waste strategy, planning and policy advice and is charged with the implementation and delivery of waste management regulatory functions. We are recruiting a senior officer to be part of our Waste Policy team. It's a small team – but with a wide range of work and responsibilities. You will have a chance to work on major policy reforms and a variety of projects to improve the sustainability of how we manage waste in the ACT. The position will contribute to various forms of policy and data analysis work and requires excellent research, analysis and written communication skills, and experience in developing policy and regulatory reforms for the waste sector.

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

How to Apply: Applicants should prepare a maximum two-page response against the selection criteria.

Contact Officer: Sanzida Akhter (02) 6207 0224 sanzida.akhter@act.gov.au

#### **City Services**

##### **ACT NoWaste**

##### **Waste Regulation**

##### **Compliance Monitoring and Assessment Officer**

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39834)**

Gazetted: 26 April 2018

Closing Date: 10 May 2018

Details: The Waste Regulation Team has responsibility for administering the *Waste Management and Resource Recovery Act 2016* (the Act), which commenced 1 July 2017 and the Waste Management and Resource Recovery Regulation 2017 (the Regulation) with the aim of increasing recycling and recovery, reducing landfilling, and driving innovation and investment in the waste industry. The Act provides the legislative basis for the delivery of a number of key Government initiatives in the waste sector. We are looking for someone with a broad regulatory and assessment background to play a key role in the effective implementation and ongoing administration of the

Act. The Compliance Monitoring and Assessment Officer will undertake a variety of regulatory activities, including monitoring for compliance with the Act and Regulation, undertaking inspections, assessing licence and registration applications, developing conditions, conducting audits, investigating potential breaches, managing compliance and enforcement processes, analysing data and reported information, preparing reports and briefings, and developing plans and strategies. To be competitive, you must be capable of working on a variety of tasks simultaneously, and be flexible and adaptable to respond to changing priorities. The successful applicant must be eligible for appointment as an Authorised Person under the Act. For further information please consult the position description and/or phone or email the Contact Officer.

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

How to Apply: Applicants should prepare a maximum two-page response against the selection criteria.

Contact Officer: Alex Taylor 0435969792 alex.taylor@act.gov.au

### **City Services**

#### **Libraries ACT**

#### **ACT Heritage Library**

#### **ACT Heritage Librarian**

#### **Professional Officer Class 1 \$56,359 - \$78,145, Canberra (PN: 22105)**

Gazetted: 01 May 2018

Closing Date: 8 May 2018

Details: The successful applicant will provide excellent, pro-active customer service, taking ownership of the end-to-end customer experience and resolution of customer queries and complaints. Apply best practice collections development and services within a documentary heritage framework, developing creative and innovative ways of providing services and encouraging use of the library in an increasingly digital environment.

Contact Officer: Antoinette Buchanan (02) 6207 7424 antoinette.buchanan@act.gov.au

### **Infrastructure, Planning and Operations**

#### **City Presentation**

#### **Place Management**

#### **Pest Control General Services Officer**

#### **General Service Officer Level 5/6 \$52,198 - \$57,445, Canberra (PN: 13208)**

Gazetted: 30 April 2018

Closing Date: 23 May 2018

Details: Do you want to work outdoors helping to keep the city looking its best? Transport Canberra and City Services (TCCS) are looking for a talented Pest Control Officer for their City Presentation branch. The successful applicant will be experienced in the application of pesticides and have knowledge of best practice procedures for the safe handling and application of pesticides, Temporary Traffic management and workplace safety.

Eligibility/Other Requirements: Applicants will need to hold a Chemert 3 or equivalent qualifications and have a current driver's licence.

Contact Officer: Patrick Nolan 0466 395 804 patrick.nolan@act.gov.au

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

### **City Services**

#### **Yarralumla Nursery**

#### **Yarralumla Nursery**

#### **General Manager**

#### **Senior Officer Grade A \$137,415, Canberra (PN: 13666)**

Gazetted: 01 May 2018

Closing Date: 15 May 2018

Details: The Yarralumla Nursery General Manager is responsible for the stewardship of Yarralumla Nursery including the creation and delivery of the strategic direction, the leadership of staff and contractors to realise the



annual management plan, collaboration with key stakeholders and the management of the precinct, operations, production, sales, heritage and promotion of the Nursery. The successful applicant will demonstrate proactive leadership and coordination of the Yarralumla Nursery Management Team. Ensure the integrity of the Nursery through sound financial management, efficient organisation and legislative compliance. As well as optimising staff opportunities and performance through development plans and innovative risk and workplace health and safety initiatives.

Contact Officer: Vanessa Little (02) 6207 5002 [vanessa.little@act.gov.au](mailto:vanessa.little@act.gov.au)

### **City Services**

#### **ACT NoWaste**

#### **Waste Policy**

#### **Manager, Waste Policy**

#### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 35571)**

Gazetted: 01 May 2018

Closing Date: 24 May 2018

Details: ACT NoWaste are looking for an astute, considered and experienced policy leader who is capable of working across multiple issues in a fast paced environment, and can demonstrate how their experience, skills and capability will add value to the Territory's waste management agenda.

Taking direction from the Director, the Waste Policy Manager oversees the Territory's waste policy activities and provides policy advice. Tasks include managing strategic policy development and advice, preparing Question Time Briefs, responding to Questions on Notice, and Ministerials. The role supports the ACT in its interactions with the National Environment Protection Council (NEPC), Meetings of Environmental Ministers (MEM) and directly represents the ACT on number of NEPC subcommittees and working groups. These responsibilities require close engagement with central agencies, Access Canberra and the Environment Planning and Sustainable Development Directorate.

How to Apply: Interested candidates should submit a two-page pitch that demonstrates your achievements and successes in response to the selection criteria.

Contact Officer: Michael Trushell (02) 6207 2840 [michael.trushell@act.gov.au](mailto:michael.trushell@act.gov.au)

### **Chief Operating Officer Group**

#### **Innovation and Customer Experience**

#### **Systems and Information Management**

#### **Spatial System Architect**

#### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 23568)**

Gazetted: 26 April 2018

Closing Date: 10 May 2018

Details: Do you know the difference between 'spatial' and 'special'? Does your brain think in terms of points, lines and polygons? Do you have the vision to piece together the various bits of the technology puzzle in order to deliver a future state with regard to discoverability, accessibility and complete spatial system architecture integration for our organisation? If you answered yes to all three of those questions then you are the person that we are looking for! The Systems and Information Management team is an enabling unit for reform and innovation across Transport Canberra and City Services (TCCS). It delivers high quality services, business systems and advice to support the Directorate in achieving its policy and program outcomes and deliverables. The key responsibilities are for the delivery of; asset information, building information modelling; geographic information systems; information technology security advice; spatial systems, maintenance of spatial infrastructure and innovation across the suite of systems that support the directorate. The managed and administered business systems include the Corporate Geographic Database (CGD) as well as the entire ESRI suite of products that enable spatial capability. Reporting directly to the Systems and Information Manager, you will be a subject matter specialist responsible for solution delivery of the spatial and related information for the Directorate. You will be fully responsible for the systems that deliver the spatial data and the configurations, system integration and the adoption of new technology will be yours to shape. With a short to medium term focus on enabling a new technology configuration via the ESRI suite of products, your vision for the current state to future state will be highly valuable in delivering true digital innovation for the ACT Government.

Contact Officer: James Downing (02) 6205 2106 james.downing@act.gov.au

## **APPOINTMENTS**

### **Canberra Institute of Technology**

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

Eike Theden-Ringl 827-58279, Section 68(1), 30 April 2018

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

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

Natalie Hawkins 853-81243, Section 68(1), 30 April 2018

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

Tanzil Hossain 853-75062, Section 68(1), 26 April 2018

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

Radika Kumar 853-80849, Section 68(1), 7 May 2018

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

Katrina MacWilliam 853-81235, Section 68(1), 30 April 2018

### **Community Services**

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

Simon Konz 853-64574, Section 68(1), 1 May 2018

#### **Youth Worker 1 \$60,039 - \$64,616**

George Stavridis 853-80056, Section 68(1), 1 May 2018

### **Environment, Planning and Sustainable Development**

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

Lauren Hendriks 853-78669, Section 68(1), 27 April 2018

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

Nicole Johnstone 853-75003, Section 68(1), 2 May 2018

#### **Technical Officer Level 4 \$79,824 - \$91,356**

Joshua Thomson 848-67962, Section 68(1), 27 April 2018

### **Health**

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

Mark Collado 845-03333, Section 68(1), 3 May 2018

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

Nikki Donato-John 856-73481, Section 68(1), 30 April 2018

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

Kristen Franks 856-73561, Section 68(1), 3 May 2018

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

Stanley Khamis 853-63715, Section 68(1), 3 May 2018

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

Jessica MacDonald 853-49294, Section 68(1), 30 April 2018

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

Kimberly Owen 848-84308, Section 68(1), 26 April 2018

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

Sarah Strack 857-42790, Section 68(1), 30 April 2018

**Justice and Community Safety**

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

Timothy Grabowski 847-01209, Section 68(1), 30 April 2018

**Senior Officer Grade A \$137,415**

Angela Josan 853-61867, Section 68(1), 1 May 2018

**TRANSFERS**

**Chief Minister, Treasury and Economic Development**

**Trung Tran: 835-94800**

From: Information Technology Officer Class 1 \$72,175

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Class 1 \$64,616 - \$73,554

Chief Minister, Treasury and Economic Development, Canberra (PN. 14763) (Gazetted 29 May 2017)

**Health**

**Andrea Blanco: 817-46997**

From: Registered Nurse Level 2 \$88,249

Health

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

Health, Canberra (PN. 33481) (Gazetted 15 February 2018)

**Caitlin Kolaric: 786-53394**

From: Registered Nurse Level 2 \$88,249

Health

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

Health, Canberra (PN. 33480) (Gazetted 15 February 2018)

**Naomi Richardson: 829-69746**

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

Health

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

Health, Canberra (PN. 25560) (Gazetted 12 October 2017)

**Kirstyn Whybrow: 817-41694**

From: Senior Officer Grade C \$100,462

Health

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

Health, Canberra (PN. 29557)

“This Transfer to a non-advertised position has been made under Section C6 ( e ) of the Administrative and Related Classifications Enterprise Agreement 2013-2017.”

## **PROMOTIONS**

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

#### **Shared Services**

#### **Information and Communications Technology**

#### **Technology Services**

**Miranda Purcell: 821-09973**

From: Information Technology Officer Class 2 \$79,824 - \$91,356

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 05134) (Gazetted 7 February 2018)

### **Community Services**

#### **Children, Youth and Families**

#### **Child and Youth Protection Services**

#### **Legal Services**

**Auraelia Bullo: 853-30024**

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

Community Services

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

Community Services, Canberra (PN. 07817) (Gazetted 24 November 2017)

#### **Corporate**

#### **Finance and Budgetary Management**

#### **Finance and Budgets**

**King Mah: 792-35514**

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

Community Services

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

Community Services, Canberra (PN. 55613) (Gazetted 5 March 2018)

### **Education**

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

#### **South Weston Network**

#### **The Woden School**

**Tabatha Kellett: 711-03744**

From: School Leader C \$115,778

Education

To: †School Leader B \$134,806

Education, Canberra (PN. 04063) (Gazetted 15 March 2018)

**Business Services Division  
Finance and Corporate Support  
Financial Services**

**Megan Parker: 813-02683**

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

Education

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

Education, Canberra (PN. 32204) (Gazetted 19 March 2018)

**Environment, Planning and Sustainable Development**

**Planning Delivery**

**Merit Assessment and Deed Management**

**Jesmin Abdullah: 817-4516**

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

Environment, Planning and Sustainable Development

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

Environment, Planning and Sustainable Development, Canberra (PN. 05512) (Gazetted 8 June 2017)

**Environment**

**Parks and Conservation Service**

**Various locations**

**Sally Moylan: 836-07384**

From: General Service Officer Level 3/4 \$47,087 - \$51,420

Transport Canberra and City Services

To: General Service Officer Level 5/6 \$52,198 - \$57,445

Environment, Planning and Sustainable Development, Canberra (PN. 11668) (Gazetted 3 November 2017)

**Sustainability and Climate Change**

**Energy Market and Renewables**

**Energy Projects**

**Hugo Temby: 853-47678**

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

Environment, Planning and Sustainable Development

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

Environment, Planning and Sustainable Development, Canberra (PN. 36237) (Gazetted 27 February 2018)

**Health**

**Gleadhill Cassandra: 838-53999**

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

Health

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

Health, Canberra (PN. 33176) (Gazetted 21 December 2017)

**Canberra Hospital and Health Services**

**Critical Care**

**Gillian Ible: 762-81312**

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

Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339

Health, Canberra (PN. 34202) (Gazetted 18 January 2018)

**Canberra Hospital and Health Services  
Medicine**

**Annelies Johnson: 842-89488**

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

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)  
Health, Canberra (PN. 25557) (Gazetted 12 October 2017)

**Canberra Hospital and Health Services  
E-Health and Clinical Records**

**Sarah Norton: 833-47009**

From: Registered Nurse Level 3.1 \$101,175 - \$105,339  
Health

To: †Senior Officer Grade B \$118,319 - \$133,197  
Health, Canberra (PN. 37523) (Gazetted 1 March 2018)

**Canberra Hospital and Health Services  
David Rusbatch: 846-99938**

From: Registered Nurse Level 1 \$63,548 - \$84,888  
Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339  
Health, Canberra (PN. 34023) (Gazetted 18 January 2018)

**Canberra Hospital and Health Services  
Cancer Ambulatory and Community Health Support**

**Lucy Taylor: 830-79358**

From: Registered Nurse Level 3.1 \$101,175 - \$105,339  
Health

To: †Registered Nurse Level 3.2 \$114,377  
Health, Canberra (PN. 40333) (Gazetted 4 May 2017)

**Justice and Community Safety**

**Corrective Services  
Community Based Corrections  
Probation and Parole**

**Grace Finch: 821-17631**

From: Administrative Services Officer Class 3 \$60,039 - \$64,616  
Justice and Community Safety

To: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Justice and Community Safety, Canberra (PN. 46898) (Gazetted 1 June 2017)

**Emergency Services  
Risk and Planning  
Digital Services**

**Simon Pond: 799-91619**

From: Administrative Services Officer Class 2 \$52,991 - \$58,513  
Justice and Community Safety

To: Administrative Services Officer Class 5 \$74,081 - \$78,415  
Justice and Community Safety, Canberra (PN. 34781) (Gazetted 12 February 2018)

**Transport Canberra and City Services**

**City Services**

**Capital Works and Development Support**

**Umadevi Vasudevan: 827-29689**

From: Infrastructure Officer 3 \$100,694 - \$110,536

Transport Canberra and City Services

To: †Infrastructure Officer 4 \$119,340 - \$135,587

Transport Canberra and City Services, Canberra (PN. 40187) (Gazetted 2 March 2018)

**RETIREMENTS AND DISMISSALS**

**Chief Minister, Treasury and Economic Development**

**Anthony Thomas Kirk AGS 527-21977**, Section 123 of the *Public Sector Management Act 1994*, 09 May 2018