



ACT Government Gazette

Gazetted Notices for the week beginning 21 May 2020

VACANCIES

Calvary Health Care ACT (Public)

Calvary Public Hospital Bruce

Critical Care Registrar and Senior Registrar

Registrar Year 1- 4 \$105,594.00 to \$131,935, Canberra (PN: Several)

Gazetted: 22 May 2020

Closing Date: 15 June 2020

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

Reference Number: 13073

Contact Officer: Dr Michael Wu on Michael.Wu@calvary-act.com.au

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

Calvary Public Hospital Bruce

Nurse Unit Manager

Registered Nurse 4 G3 \$139,701, Canberra (PN: Expected)

Gazette Date: 22 May 2020

Closing Date: 4 June 2020

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

Reference Number: 13063

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

Contact Officer: Fiona Carruthers on Fiona.Carruthers@calvary-act.com.au

Clinical Coder

Clinical Coder 1.2 \$87,536, Canberra (PN: Expected)

Gazette Date: 26 May 2020

Closing Date: 31 May 2020

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

Reference Number: 13092

Contact Officer: Toni Paterson on (02) 6201 6281 or Toni.Paterson@calvary-act.com.au

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

Canberra Institute of Technology

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

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

Industry Engagement and Strategic Relations

Business Growth and Development

Manager, Business Growth and Development

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 47185)

Gazette Date: 22 May 2020

Closing Date: 29 May 2020

Details: Under the broad direction of the Director, Industry Engagement the Manager, Business Growth and Development will be required to foster industry relationships, provide strategic advice relating to ACT Government training initiatives and lead whole-of-CIT business development endeavors with the objective of growing CIT market share in key areas. Duties will include: Maintain mutually beneficial relationships and partnerships with external stakeholders, including but not limited to industry, employers and government. Working closely with industry to build meaningful industry partnerships in emerging industries and areas of government priority. Working closely with the Director, Industry Engagement to provide ongoing strategic advice regarding opportunities, market trends in the VET sector, ACT government initiatives and other areas relating to contestable funding including grants, subsidies and business development opportunities. The ACT Public Service supports workforce diversity and is committed to creating

an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Business and market engagement experience will be considered favorably.

How to Apply: Applicants should respond to Selection Criteria and provide a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: James Dunstan (02) 6207 3491 james.dunstan@cit.edu.au

Corporate Services

Human Resources

Vocational Education Leader

Teacher Level 2 \$107,522, Canberra (PN: 35644, several)

Gazette Date: 26 May 2020

Closing Date: 9 June 2020

Details: The Evolving Teacher team are looking for the right people to fill two Teacher Level 2 roles. The team is dynamic and client-focussed who value the ability to be flexible at all times. As a Teacher Level 2, you will work under the direction of the Manager (MEL1 EDs). The right candidates will be positive, highly motivated, professional and team players. The team are enthusiastic about supporting Canberra Institute of Technology (CIT) teachers and staff with relevant and effective programs. The successful applicants will provide leadership and support to Colleges, Departments, and teachers through:

the delivery of Training and Education (TAE) qualifications

relevant teaching and learning Professional Development

learner focussed curriculum design and

support in skills capability uplift using technology in the teaching and learning environment

The candidates must be digitally fluent. The Position Description contains further details of the role and skills required, and of the type of attributes, we are after. Prospective applicants are also encouraged to discuss the position with the contact officer before applying. This is a great time to join our team, which engages with and supports the whole of CIT.

Eligibility/Other Requirements:

Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2019 – 2021, sub-Clause 40.8. All employees at Teacher Level 1.7, 1.8, Teacher Level 2 and Manager Education Level 1 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40116 or equivalent) and a Diploma of Vocational Education and Training (or equivalent).

Industry Experience in accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2019 – 2021.

All employees at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications.

Note: This 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 41 - Direct promotion - general and CIT Enterprise Agreements.'

How to Apply: Please submit current curriculum vitae, contact details for two referees and the written response to the Selection Criteria within the Position Description attached. For more information please contact the contact officer

Applications should be submitted via the Apply Now button below.

Contact Officer: Angela Ryan (02) 6207 3223 angela.ryan@cit.edu.au

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

Chief Minister, Treasury and Economic Development

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

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

Commercial services and Infrastructure Group

ACT Property Group

Executive Team

Administrative Services Officer Class 4 \$71,309, \$77,212, Canberra (PN: 25303)

Gazette Date: 21 May 2020

Closing Date: 05 June 2020

ACT Property Group are seeking a dynamic Executive Assistant.

The Executive Assistant manages the smooth operation of the Executive Unit including the Executive's schedule, maintaining efficient and effective office systems and demonstrating high quality customer service. The position also provides a coordination function to the Branch, regularly communicating with the Executive Group Manager's area, to coordinate corporate reporting and ministerial responses ensuring a high level of service and support is provided.

ACT Property Group provides expert property management and maintenance services to the ACT Government and the community. The Group manages and maintains buildings and property that enable the ACT Government to provide Government and community services. The group supports the ACT Governments delivery of its services through flexible, efficient and cost effective accommodation solutions and property services. Community services and support are also enabled through the provision of properties to community organisations at affordable rental rates. ACT Property Group operates on a fee for service basis with a requirement to provide a dividend to government. ACT Property Group has recently updated its structure. This position will be part of the Executive team, implementing the new arrangements and ensuring improved delivery of services to customers and stakeholders.

Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Desirable qualities include: Relevant experience and/or qualifications in executive support/office management. Driver's Licence.

Note: An order of merit list may be established to fill future vacancies at level over the next 12 months. Selection may be based on application and referee reports only. This position is based in an activity-based working (ABW) environment.

Under ABW arrangements, officers will not have a designated workstation/desk.

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

Please submit the following: A two page pitch that tells the selection committee about your ability to perform the advertised role (knowledge, experience, skills, behaviour) and why you are the best person for this role. The pitch should: Show that you have the capabilities in "What you Require" section of the Position Description including Professional/Technical Skills and Knowledge, and Behavioural Capabilities.

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

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

Applicants must submit a current curriculum vitae including details of work history (roles, timing, responsibilities, and achievements), professional memberships and qualifications, listing two referees and their contact detail.

Applications should be submitted via the Apply Now button below.

Contact Officer: Catherine Ellis (02) 6205 9218 Catherine.Ellis@act.gov.au

Shared Services

Finance Services

Financial Applications Support Team

Business Project Lead - Assistant Director

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 27566)

Gazette Date: 21 May 2020

Closing Date: 4 June 2020

Details: Do you want to make a difference to the ACT Government? Do you want to be part of an innovative business and friendly team environment/culture that supports staff, lifestyle balance and career progression?

Then the Shared Services Finance team is looking for you! Shared Services' vision is to provide efficient, effective services based on accountability and best practice. As a Business Project Lead - Assistant Director, you will manage and deliver a number of initiatives and projects undertaken by Shared Services Finance, including but not limited to, implementation of an Expense Management System, delivering invoicing initiative, etc.

The position requires demonstrated experience and skills in procurement, project management, business analysis and change and communication management. Stakeholder management is also a critical skill for the role as Shared Services Finance delivers a number of Whole of ACT Government projects. This position reports directly to the Business Project Manager - Director, and may supervise up to two staff. 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Project Management experience and qualifications in Accounting, Finance or a related field is preferable. Current Baseline Security Clearance or ability to obtain and hold a Baseline Security Clearance is mandatory.

Note: This is a temporary position available for a period of six months with the possibility of extension up to less than 12 months. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: In two pages or less, your pitch will include your greatest achievement in the past five years, how it relates to this role and its duties, and what you will bring to the role. In your pitch you will also tell us how you meet the Behavioural Capabilities and Professional/Technical Skills and Knowledge components of the role. Your Curriculum Vitae will be part of your application and include two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Umais Mulki (02) 6205 1706 Umais.Mulki@act.gov.au

Shared Services

Information and Communication Technology

ICT Contracts and Procurement Officer/Assistant Director

Administration Service Officer 6/Senior Officer C \$85,394-115,687, Canberra (PN: 36276, several)

Closing Date: 1 June 2020

Gazetted: 18 May 2020

Details: The Assistant Director, ICT Contracts and Procurement and the ICT Contract and Procurement Officer roles are part of a multi-disciplinary team covering ICT Commercial Services. These roles provide quality delivery and ongoing improvement for a range of procurement and contract management activities. The roles are critical to supporting, developing and maintaining key strategic partnerships while also ensuring consistent delivery of services to internal and external stakeholders in the ACT Government. You will provide procurement advice, coordinate procurement activities including the development and distribution of reports and assist with co-ordination of the ACT Government's utilisation of Commonwealth Digital Transformation Agency (DTA) Panels. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Experience in Procurement and Contract management necessary. Experience in ICT procurement specifically desirable. Qualifications in procurement and contract management would be advantageous.

Note: This position will be filled at either the ASO 6 or SOGC level, dependant on the skills and experience of the successful applicant. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: After reviewing the Position Description please provide a written response to the "What You Will Do" section including consideration of Behavioural Capabilities listed in the Position Description. Applications should be limited to a curriculum vitae and no more than four pages of responses.

Applications should be submitted via the Apply Now button below.

Contact Officer: Arnie Kapcejevs (02) 6207 7327 Arnie.Kapcejevs@act.gov.au

Social Policy

Office for LGBTIQ+

Director, Office of LGBTIQ+ Affairs

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 55896)

Gazette Date: 26 May 2020

Closing Date: 9 June 2020

Details: Chief Minister, Treasury and Economic Development Directorate (CMTEDD) leads the ACT Public Service and provides strategic advice and support to the Chief Minister, Treasurer, Minister for Economic Development and the

Cabinet on policy, financial and economic matters, service delivery and whole of government issues. Policy and Cabinet Division provides advice and direction across the ACT Public Service on complex policy matters, incorporating a central agency coordination role in strategic planning, social and economic policy, spatial planning, regional policy and engagement, and across-government information and ICT strategy. The Division supports the Chief Minister, Cabinet and the Director-General as Secretary of Cabinet, through the provision of policy and support, including Cabinet secretariat functions and advice. The Division also provides secretariat and policy support to the ACT Public Service Strategic Board, chaired by the Head of Service, which comprises the Directors-General of all ACT Government agencies. The Office for LGBTIQ+ Affairs coordinates and supports strategic government projects and policy to promote Canberra as Australia's most LGBTIQ+ friendly city. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Post-graduate qualifications are advantageous but not essential for this role. Educational and professional qualifications checks may be undertaken prior to employment.

Note: This is a temporary position available for up to six months with the possibility of extension. This position will be moving to a new workplace designed for activity-based working. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Please provide a written application that addresses the Selection Criteria in a two-page pitch, along with your curriculum vitae, two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Belinda Barnard (02) 6207 7525 Belinda.Barnard@act.gov.au

Access Canberra

Customer Coordination

Complaints Management Team

Assistant Director

Senior Officer Grade C \$107,475 - \$115,687 Canberra (PN: 42698, several)

Gazette Date: 27 May 2020

Closing Date: 10 June 2020

Details: The Access Canberra Complaints Management Team is looking for two Assistant Directors who thrive in a small team environment, and will capably oversee the day-to-day operations of the Complaints Management Team whilst operating in a dynamic regulatory and customer service-oriented environment. Access Canberra is a diverse organisation with a broad remit. The successful applicants will need to be adept at juggling ministerial correspondence responsibilities, a team of complaint case managers, and maintaining relationships with stakeholders within Access Canberra and across Government.

We welcome people with experience from the community, public and private sectors and believe the more diverse our knowledge base is, the better our results will be. If you require extra supports to engage in the workforce due to a disability, if you are a veteran, or if you bring the life experience of a culturally and linguistically different background we are especially welcoming of your application. Access Canberra is comprised of ACT community members helping other ACT community members and representation and visibility of our central connectedness is key to our mission.

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: These positions are within an Activity Based Workplace (ABW). Under ABW arrangements officers do not have a designated workstation/desk.

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

Please submit no more than two page written application, contact details of at least two referees and current curriculum vitae. The response should be written in the form of a pitch and should not specifically address the Selection Criteria within the Position Description but indicate your capacity to perform the duties and responsibilities at the specified classification.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kevin Bell (02) 6205 3860 Kevin.Bell@act.gov.au

Community Services

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

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

Housing ACT

Infrastructure and Contracts

Asset Planning

Director, Project Management and Engagement

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 35155)

Gazette Date: 27 May 2020

Closing Date: 3 June 2020

Details: Applications are open for the position of Director, Project Management and Engagement within the Asset Planning team, Housing ACT, Infrastructure and Contracts Branch.

The Director, Project Management and Engagement, leads the operational responsibilities of Asset Planning Team, and supports the Senior Director to deliver the annual capital program in the context of the ACT Housing Strategy and the Public Housing Asset Management Strategy. The position works closely with various teams throughout Housing ACT to ensure the public housing portfolio meets the needs of current and future tenants. More details can be found in the position description.

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

Eligibility/Other Requirements: Relevant tertiary qualifications in social policy, planning, design and project management or a related field are desirable but not essential.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency. Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

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

Applications should be submitted via the Apply Now button below.

Contact Officer: Brooke Yates (02) 6205 0887 Brooke.Yates@act.gov.au

Corporate Services

People Management Branch

Change Project Officer

Administration Service Officer 6 \$85,394 - \$97,732, Canberra (PN: 44528)

Gazette Date: 27 May 2020

Closing Date: 10 June 2020

Details: We are seeking a Change Project Officer assist the Directorate in preparing for to the new Activity Based Working (ABW) office environment in 2020. We are looking for someone who likes to engage and help understand employee views. You will drive change through implementing innovative solutions to meet directorate needs around people, technology, environment and process improvements. With strong project management, analytical and change management skills the successful applicant will work as part of a small team to prepare the Directorate for an ABW style of working. We need someone who can liaise with various stakeholders to assist in the distribution of accurate information regarding the ABW practices and processes. The ideal candidate is someone who is passionate about helping others and building positive relationships with those around them both internal and external stakeholders and is driven to achieve results. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

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

How to Apply: Applicants are required to submit their curriculum vitae and address each Selection Criteria in writing, not exceeding two pages.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alison Hallett (02) 6207 5128 Alison.Hallett@act.gov.au

Cultural Facilities Corporation

Canberra Museum Gallery and ACT Historic Places

Collection Assistant

Administrative Services Officer Class 4 \$71,309- \$77,212, Canberra (PN: 9019)

Gazette Date: 25 May 2020

Closing Date: 8 June 2020

Details: Canberra Museum and Gallery (CMAG) and ACT Historic Places (ACT HP) are seeking an experienced Collection Assistant to join our collection management teams. We're looking for an enthusiastic museum professional with skills in documenting and accessioning museum collections. You will be experienced in implementing preventive conservation systems and proficiency with collection management systems such as Vernon. The successful applicant will have demonstrated experience in object handling and the ability to work flexibly in both a House Museum and a gallery context.

Eligibility/Other Requirements: Qualifications in, or demonstrated knowledge of, Collection Management, Archives Management, Conservation and/or Cultural Heritage Management is required and a current Australian driver's licence is essential.

Note: Applicants must submit a current curriculum vitae and written response to the Selection Criteria outlined in the position description.

How to Apply: Applications should be submitted via the Apply Now button below.

Contact Officer: Sophie Chessell on 0416 525 187 sophie.chessell@act.gov.au

Education

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

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

Business Services

Governance and Community Liaison

Media and Communications

Director Media and Communications

Senior Officer Grade B \$126,577, \$142,494, Canberra (PN: 47778)

Gazette Date: 22 May 2020

Closing Date: 05 June 2020

An exciting opportunity exists to become part of the leadership team in the media and communications section of the Education Directorate. With your highly developed management, communication and interpersonal skills, you will provide strategic advice to the Directorate's executive on communications and media within the portfolio. You will develop, manage, monitor and implement strategic and communications plans to meet the needs of the Directorate, including ACT Public Schools and oversee Government, Directorate and school media events, publications, speeches, and media releases and media queries. You will assist in managing the section and supervising staff as required in accordance with equity and diversity, occupational health and safety, and participative management principles and practices. You will also act as media spokesperson for the Directorate and represent the Directorate in whole of government communications activities as required.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Tertiary qualification in Communications, Marketing, Journalism and/or equivalent experience is desirable. Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to -

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

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

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

Applications should be submitted via the Apply Now button below.

Contact Officer: Lyn Larkin (02) 6205 0837 lyn.larkin@act.gov.au

Service Design and Delivery

Student Engagement

Network Student Engagement Team

Occupational Therapist

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 47657, several)

Gazette Date: 25 May 2020

Closing Date: 1 June 2020

Details: The individuals in these positions will provide occupational therapy supports within ACT Public Schools, including the provision of information, advice and professional learning to school staff. The position is based with a Network Student Engagement Team (NSET), an interprofessional team of specialist teachers, psychologists, social workers, allied health professionals and allied health assistants. ACT Education Directorate occupational therapists work with schools, building school capacity to benefit students who are experiencing difficulty connecting to school and engaging with education.

Successful applicants will have the opportunity to contribute to the development, implementation and evaluation of programs which support schools to make reasonable adjustments to ensure students are participating in and accessing learning activities as part of the school curriculum.

The ACT Education Directorate is committed to creating a networked learning organisation by building the workforce capability of all employees. Support and supervision and quality ongoing professional learning and training is provided to NSET Occupational Therapists.

Eligibility/Other Requirements:

Prescribed Eligibility Requirements:

Tertiary qualification or equivalent in Occupational Therapy.

Current registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA).

Capacity to provide the lifting required for handling and positioning inherent in clinical intervention of clients and trial of equipment, in accordance with relevant Workplace Health and Safety standards.

Eligibility for Membership with the Australian Occupational Therapy Association.

Current drivers licence essential, including access to a private vehicle

Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to:

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

Note: There are several positions available from this recruitment process. Full-time and part-time hours will be considered. The advertised salary will be paid pro-rata for part-time hours. Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Please provide current claims against the Selection Criteria, a current curriculum vitae and contact details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Teresa Carr (02) 6207 5430 Teresa.Carr@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.

Service Design and Delivery

Learning and Wellbeing Policy and Design

Learning and Teaching Policy and Service Design

Director Government Business

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 34836)

Gazette Date: 27 May 2020

Closing Date: 10 June 2020

Details: We are looking for a high performing officer who has proven leadership capacity in the design and delivery of complex undertakings. Candidates should demonstrate high level strategic and analytical skills, and understanding of the requirements of government; and a proven ability to provide strategic advice on the implementation of government priorities with an emphasis on stakeholder engagement, innovation and sustainability.

Note: This is a temporary position available immediately for a period of 12 months with the possibility of permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please submit current curriculum vitae, contact details for two referees and Selection Criteria claims (maximum three pages).

Applications should be submitted via the Apply Now button below.

Contact Officer: Kathryn Elton (02) 6207 0740 Kathryn.Elton@act.gov.au

Service Design and Delivery

Digital Strategy, Services and Transformation and Learning and Wellbeing Policy and Design

Senior Director – Digital Service Design and Delivery

Senior Officer Grade A \$147,006, Canberra (PN: 44683)

Gazette Date: 27 May 2020

Closing Date: 3 June 2020

Details: This is a critical leadership position to lead and direct a team of approximately ten staff, with a focus on developing design concepts based on evidence of user needs and organisational outcomes, and the interpretation of evidence-based research to incorporate into the Directorate's work.

We are looking for a strategic thinker to lead the design, development and implementation of our teacher professional learning, information and knowledge portal who is ideally an expert practitioner with broad industry experience, who can define and assure best practice whilst influencing, leading and mentoring others. You will be capable influencing both design and user experience strategies and collaborate with colleagues across ACT government and in other education jurisdictions. You will also bring a focus on ensuring the right conditions and environment for designers to work effectively. Ideally you have extensive experience in digital design, user experience and professional learning portals. You are trusted to make good decisions and can recognise when to ask for further guidance and support.

Eligibility/Other Requirements:

Mandatory:

Possession of a current driver's licence and access to a private vehicle

Degree qualification in related field or equivalent experience

Extensive experience in UX, product design, service design principles

Experience in an Education setting will be highly regarded

Experience with Agile methodology will be highly regarded

Experience with teacher professional learning approaches and systems will be highly regarded.

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

Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: In two pages or less tell us: why you want the role; what you would bring to the role and what you would get out of it; and describe an achievement that you are most proud of.

Applicants should provide:

A current curriculum vitae,

Two referees with a thorough knowledge of your work performance and outlook. Please ensure that one of the referees is your current or immediate past supervisor. You should also be aware you may be asked to provide further referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Amie Corrigan (02) 6205 1310 sddrecruitment@act.gov.au

Environment, Planning and Sustainable Development

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

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

Office of Commissioner for Sustainability and the Environment

Media and Communications Officer

Administrative Services Officer Class 6 \$85,394, \$97,732, Canberra (PN: 13812)

Gazette Date: 22 May 2020

Closing Date: 05 June 2020

Do you have a passion for both communications and the environment? Use your creativity, communication skills and ability to connect with people in this critical role.

Dr Sophie Lewis was recently appointed as The ACT Commissioner for Sustainability and the Environment is looking for an enthusiastic, highly motivated person with a strong communications background to join the team. We work with a wide variety of stakeholders on key issues of sustainability and environment for the ACT.

You will be responsible for media management; the development and management of the Office communications strategy; management and population of social media channels, including associated with events and publications; website management and control, analytics and regular communications reporting. This new role brings a chance to work in a small, energetic team on important issues.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Relevant tertiary qualifications in a communication related discipline or significant relevant experience in a digital media position is highly desirable.

Note: This is a temporary part-time position at (22:03) hours per week and the full-time salary noted above will be pro-rata. Selection may be based on application and referee reports only.

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

How to Apply: A two page Expression of Interest addressing the Selection Criteria and current curriculum vitae is required.

Applications should be submitted via the Apply Now button below.

Contact Officer: Caitlin Roy on (02) 6207 4724 Caitlin.Roy@act.gov.au

Chief Operating Officer

Finance, Information and Assets

Digital Solutions

Assistant Director, Digital Solutions

Senior Officer Grade C \$107,457 - \$115,687 Canberra (PN: 41813)

Gazette Date: 22 May 2020

Closing Date: 15 June 2020

Details: Office of Chief Information Officer within FIA branch is responsible to strategic and operational ICT. The responsible includes development and delivery of EPSDD Digital Strategy/ICT Strategic Plan and ICT Action Plan, coordinate the development, quality assurance and executive approval of budget proposals required to deliver the EPSDD Digital Strategy/ICT Strategic Plan, monitor and report on programs and projects in the ICT Action Plan supporting delivery of the EPSDD Digital Strategy/ICT Strategic Plan and innovative solutions to meet digital needs of business. This technical position is the directorate trusted technical advisor and excellent research skills and a broad technical background will allow this advisor to know when and where to recommend emerging and widely used technology.

Eligibility/Other requirements: Territory qualifications in a relevant field and Information Technology Infrastructure Library (ITIL) framework or completion of the ITIL Foundation Certificate would be highly regarded.

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

How to Apply: Applications are sought from potential candidates and should include a two-page pitch addressing the Selection Criteria, a current curriculum vitae and the contact details of at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Bala Radhakrishnan (02) 6207 6503 Bala.Radhakrishnan@act.gov.au

**Planning Land and Building Division
Land Economics and Strategy
Land Economics, Strategy and Policy
Director**

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 40320)

Gazette Date: 28 May 2020

Closing Date: 4 June 2020

Details: The position of Director, Land Economics, Land Strategy and Policy is part of a small team that is responsible for preparing the ACT Government's Land Release Program and the ACT Land and Property Report.

The position will undertake comprehensive research, data analysis and modelling and consultation and have an understanding of government priorities as well as contemporary land, housing and property market conditions.

This position will liaise closely the Suburban Land Agency, the City Renewal Authority and across Directorates on land strategy and policy matters and provides support to the secretariat function for the ILRP working group and ILRP steering committee. This is a great opportunity for a motivated officer with good strategic thinking skills to make a significant contribution to shaping Canberra.

Note: This is a temporary position available immediately for up to six months with possibility of extension. Selection may be based on application and referee reports only. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: On one page tell us why you are interested in the role and outline your experience and suitability for the position taking into account the above criteria. Your overall statement should give us a good understanding of what you bring to our small dynamic team.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jennifer Finlay (02) 6205 5289 Jennifer.Finlay@act.gov.au

Justice and Community Safety

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

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

**ACT Emergency Services Agency
Commissioner's Office
ESA Public Information and Engagement
Digital Content Officer**

Administrative Service Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 41643)

Gazette Date: 22 May 2020

Closing Date: 29 May 2020

Details: The Justice and Community Safety Directorate (JACS) is seeking expressions of interest to fill the role of Digital Content Officer within the Public Information and Engagement (PI&E) section of the ACT Emergency Services Agency (ESA).

ESA is responsible for protecting the community and in ensuring the ACT community is one of the safest in Australia and the world. Through the provision of quality emergency services, the ESA helps to:
ensure the protection of life, property and the environment in the ACT, and
takes an all-hazards approach that provides for effective emergency management to prepare for, prevent, respond to and recover from emergencies in the ACT

ESA PI&E is a portfolio of the Commissioner's Office. The Commissioner's Office plays a key role in the liaison and coordination within ESA as well as between the Directorate, Minister's Office and key stakeholders.

Overview of the work area and position

ESA PI&E provides the ACT community with emergency information and education.

Our role is to ensure the Canberra community is well informed about emergencies that could impact on their safety, and ESA programs, policies and services. We aim to build community resilience through meaningful engagement and deliver meaningful opportunities for the community to inform decision making. We value ongoing learning and will support you to grow your career. Working with us, you will ensure the right information is provided to the right audience, at the right time.

As the Digital Content Officer you will be part of a small team responsible for managing the day to day delivery of ESA's digital channels.

Under limited direction of the Assistant Director, Content and working collaboratively with the team, you will: work with officers from across ESA to develop, publish and improve content across channels and manage this with key stakeholders.

bring an audience-first lens to your work, informed by research, insights and evaluation.

work with stakeholders in partnership with a strong client service ethic

enjoy working in a fast-paced environment, be flexible and open to change

be supported by whole of government guidelines, policies and procedures, and guided by an annual whole of government communications and engagement plan

perform on-call and after hour duties as required.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Highly Desirable:

Relevant tertiary qualifications and significant experience working professionally in the fields of communications and engagement is essential. The successful applicant will need to be available for occasional weekend and after-hours work, with access to recovery leave. The ability to work flexibly with some out of hours work is required.

Note: Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should submit a two-page pitch addressing the Selection Criteria outlined in the Position Description. Applicants should also provide a current curriculum vitae including contact details of two referees.

[*Applications should be submitted via the Apply Now button below.*](#)

Contact Officer: Kaylee Rutland (02) 6205 6746 kaylee.rutland@act.gov.au

Community Safety

Security and Emergency Management Branch

Senior Director

Senior Officer Grade A \$147,006, Canberra (PN: 36710)

Gazette Date: 21 May 2020

Closing Date: 28 May 2020

Details: The Security and Emergency Management Branch (SEMB) is seeking a person with a keen interest in strategic security and emergency management policy and operations to join the branch as the Senior Director.

The Senior Director's position is responsible for leading and managing specific functions within the branch including committee secretariat and governance. The position works closely with the other Senior Director and the Executive Branch Manager to deliver the strategic business objectives of the branch.

The Senior Director will provide high level support and advice to the Executive Branch Manager and senior officers and executives that form part of the ACT's security and emergency management governance framework. This includes policy advice, briefings, operational updates and whole of government coordination.

The successful applicant will possess highly developed management skills preferably within a policy development environment. The possession of high level written, collaboration and liaison skills are essential. The successful candidate will also be responsible for liaison with the Australian and other state and territory governments on a wide range of security and emergency management policy matters.

Eligibility/Other Requirements: This position is a designated security assessed position. The successful application must possess or acquire and maintain a Negative Vetting 1 security clearance. An understanding of the security and emergency management governance arrangements of the Commonwealth and ACT Governments would be a distinct advantage.

Note: This is a temporary position available immediately for up to six months with possibility of extension. Selection may be based on application and referee reports only. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants for the position should submit a one-two page 'pitch' that touches on the section criteria and describes their relevant experience. A curriculum vitae should also be attached.

Applications should be submitted via the Apply Now button below.

Contact Officer: Bren Burkevics (02) 6207 8628 Bren.Burkevics@act.gov.au

ACT Corrective Services

Sentence Management

Sentence Management Officer

Administration Service Officer 6 \$85,394 - \$97,732, Canberra (PN: 46143, several)

Gazette Date: 27 May 2020

Closing Date: 10 June 2020

Details: A challenging and genuinely rewarding opportunity has emerged within ACT Corrective Services (ACTCS) for a highly motivated, values-driven professional to temporarily join Community Corrections and Release Planning as a Sentence Management Officer. Sentence Management Officers (SMO) are responsible for the 'end-to-end' integrated management of detainees from induction into custody through to release. SMO's work directly with detainees to identify and address the causes of criminal conduct. You will also provide professional advice and services as required, including written reports to the Courts, releasing authorities and other statutory bodies in relation to offender management, risk and intervention outcomes. As a SMO you will oversee the development and implementation of individualised sentence management plans aimed at changing anti-social behaviour's and overcoming relevant social exclusion factors. To be successful in this role, you will be able to work collaboratively, compose and edit complex written material and demonstrate a high level of analytical and organisational skills. Whilst experience in working with offenders and relevant tertiary qualifications are highly desirable, as is case management experience, we are interested in hearing from people from a variety of backgrounds. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Experience working with offenders and relevant tertiary qualifications are highly desirable.

A National police check will be conducted.

Driver's licence is essential.

This position requires a pre-employment medical.

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

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

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

Applications should be submitted via the Apply Now button below.

Contact Officer: Vanessa Akyol-Quinn (02) 6207 8292 Vanessa.Akyol-Quinn@act.gov.au

Major Projects

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

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

Project Development and Support

Ministerial, Governance and Corporate Support

Ministerial Assembly Liaison Officer

Senior Officer Grade C \$ \$107,475- \$115,687, Canberra (PN: 47782)

Gazette Date: 21 May 2020

Closing Date: 4 June 2020

Details: Do you like a challenge and want to be a key part of a high performing team who work to support a safe and vibrant city? Then this opportunity is for you!

Project Development and Support will provide leadership and contribute strategic direction for Major Projects Canberra, focussing on innovation, collaboration and high performance.

The Division will be responsible for business case development and planning of major projects, business management, governance, risk management, financial control, ministerial, Cabinet and corporate support, community engagement and collaborative partnerships inside and out of Government.

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

The Ministerial and Assembly Liaison Officer reports to the Director, Ministerial and Government Business within the Ministerial, Governance and Corporate Support Business Unit. Working with a high level of autonomy as part of a small, fast-paced team, this position will coordinate Assembly and Government Business for Major Projects Canberra (MPC) and provide preparation of ministerial replies, briefs, constituent inquiries and day to day Government business.

This position will have significant contact with officers of all levels, including various Minister's offices, requiring a high degree of sensitivity as well as a highly responsive approach in responding to tight deadlines.

Eligibility/Other Requirements:

Mandatory

Experience with Assembly, Cabinet and Ministerial processes.

Desirable

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

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: If the above role sounds like you and you want to be part of a dynamic and dedicated team please submit no more than two pages addressing the capabilities and your suitability for the role, a current curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

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

SPIRE Project

Clinical Liaison

Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 38772)

Gazette Date: 22 May 2020

Closing Date: 29 May 2020

Details: Do you want to be a part of a multidisciplinary team that delivers a multi-million-dollar health infrastructure project? The SPIRE Project Team is looking for an experienced Procurement Manager responsible for the development and delivery of a range of time-critical procurement activities in relation to the SPIRE Project.

The SPIRE project will deliver state-of-the-art facilities, including a 114-bed emergency department, 60-bed intensive care unit, 22 theatres (including hybrid theatres and interventional radiology suites), a 24-bed coronary care unit, cardiac catheterisation and electrophysiology laboratories, and a 64-bed inpatient unit.

The SPIRE Project Team works alongside Canberra Health Services and the clinicians at Canberra Hospital to plan, procure and deliver this ambitious project. It operates within Major Projects Canberra, but functions as a dedicated team with the single objective of successfully delivering the SPIRE project through planning and procurement, decanting and enabling works, and the construction and commissioning stages.

The SPIRE Project Clinical Liaison has the responsibility for providing the clinical interface to achieve completion of models of care, health planning unit briefs and facility concept design processes, whilst supporting stakeholder engagement during the detailed design and construction phases of the Project.

Eligibility/Other Requirements:

Tertiary qualifications in health, management or a related discipline, and experience in a social policy or planning environment are both highly desirable.

Experience in Project Management and knowledge of health service planning processes, issues, and developments in the health sector in Australia are desirable.

Note: This position is available for a period of up to five years. Selection may be based on application and referee reports only.

How to Apply: Please submit a written application of no more than two pages addressing the capabilities that form the selection criteria. In separate documents, please provide a current curriculum vitae and a written referee report.

Applications should be submitted via the Apply Now button below.

Contact Officer: Natalia Fraszczak (02) 6205 3401 Natalia.Fraszczak@act.gov.au

Transport Canberra and City Services

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

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

Transport Canberra and Business Services

Birrigai

Birrigai Outdoor School

Business Manager

Administration Services Officer 6 \$85,394 - \$97,732, Canberra (PN: 38170)

Gazette Date: 27 May 2020

Closing Date: 17 June 2020

Details: Birrigai has a vacancy for a highly motivated individual with strong leadership, interpersonal and time management skills to fill the role of Business Manager. This position is responsible for the daily facility management of the site, the supervision of a small and diverse team, as well as managing the financial; and administrative aspects of Birrigai Outdoor School.

Note: This position is being re-advertised, previous applicants need not re-apply as their application will be considered.

How to Apply: Written response to the criteria of no more than four pages, plus a current curriculum vitae. The following capabilities form the criteria that are required to perform the duties and responsibilities of the position.

Demonstrated financial and administrative management knowledge and use of financial management information systems.

Well-developed managerial ability, including the ability to supervise staff, set priorities, monitor workflow and to develop local procedures and work practices.

Demonstrated well developed liaison and communication skills and the ability to negotiate with clients or other interested parties; including the drafting of Government communication and reporting instruments such as financial reports, briefs and minutes.

Demonstrated commitment and leadership in high quality customer service principles, practices and attributes.

Demonstrated understanding and commitment to the TCCS Values framework, workplace respect, equity and diversity framework, workplace health and safety best practice and industrial democracy principles and practice.

Applications should be submitted via the Apply Now button below.

Contact Officer: Peter Kent (02) 62052006 Peter.Kent@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.

Canberra Health Services

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

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

Clinical Services

Mental Health, Justice Health, Alcohol and Drugs Services

Adult Acute Mental Health Services

Clinical Nurse Consultant – Mental Health Short Stay Unit

Registered Nurse Level 3.1 \$108,237 - \$112,691, Canberra (PN: 12192)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

About us

Our Vision: Creating exceptional health care together.

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

Our Values: Reliable, Progressive, Respectful and Kind

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

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

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

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

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

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

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

Overview of the work area and position

Adult Acute Mental Health Services incorporates the Adult Mental Health Unit (AMHU), the Mental Health Short Stay Unit (MHSSU) and the Consultation Liaison (CL) Team across the Emergency Department and The Canberra Hospital (TCH).

AMHU is a 40-bed inpatient Facility comprised of a 10 bed High Dependency Unit (HDU) and 30 bed Low Dependence Unit (LDU) for people experiencing moderate to severe mental illness. AMHU is a contemporary evidence-based service providing high quality mental health care, guided by the principles of Recovery. The service aims to provide collaborative care involving the patient, their carers and other key services. MHSSU is a low dependency 6 bed inpatient unit in the ED for people requiring extended mental health assessment and or treatment initiation.

It is expected that in this position you will provide high quality advanced nursing skills, leadership and care to achieve sound outcomes for patients. This includes the provision of high-quality customer service to the patients, carers and other staff of Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS). Although primarily responsible for the MHSSU, this position works collaboratively with the Assistant Director of Nursing (ADON) and the Clinical Nurse Consultants for LDU and HDU to ensure optimum service delivery and best practice across the service. In this position you will be required to undertake professional development and supervision; participate in quality initiatives; contribute to the multidisciplinary team processes and uphold the ACT Health Values of Reliable, Progressive, Respectful and Kind. The Clinical Nurse Consultant 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).

Recent leadership experience in a mental health setting.

Desirable:

Current driver's license.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

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

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

Contact Officer: Sonny Ward (02) 5124 5406 sonny.ward@act.gov.au

Quality Safety Innovation and Improvement

Incident Management

Manager Incident Management

Senior Officer Grade B \$126,577 – \$142,494, Canberra (PN: 46872)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

Our Vision: creating exceptional health care together

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

Our Values: Reliable, Progressive, Respectful and Kind

Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range publicly funded health facilities, programs and services including but not limited to:

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

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

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

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

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

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

Overview of the work area and position:

The Quality, Safety, Innovation and Improvement (QSII) Division is focusing on Canberra Health Services' strategic approach to patient safety, quality, governance and risk with an emphasis on continuous quality improvements.

The Division provides strategic leadership, oversight and advice on Canberra Health Services' 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 Canberra Health Services.

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

Eligibility/Other Requirements:

Desirable:

Experience working in a health care setting

Extensive knowledge of incident management systems

Relevant tertiary qualifications

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Contact Officer: Heather Needham (02) 5124 9565 Heather.needham@act.gov.au

Canberra Health Services

Acute Occupational Therapy

Acute Allied Health Services

Occupational Therapist

Health Professional Level 2 \$66,096 - \$90,737, Canberra (PN: 20505)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

About us:

Our Vision: Creating exceptional health care together.

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

Our Values: Reliable, Progressive, Respectful and Kind

Canberra Health Services 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 health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities.

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

The key strategic priority for the Canberra Hospital (TCH) 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.

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 the 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.

The University of Canberra Hospital (UCH), Specialist Centre for Rehabilitation, Recovery and Research is located on the grounds of the University of Canberra. The hospital, the ACT's first sub-acute rehabilitation hospital, is part of ACT Health's network of health facilities designed to meet the needs of our growing and ageing population.

Occupational Therapy services work collaboratively with individuals, families, carers and service providers within and external to ACT Health.

Overview of the work area and position:

The Acute Occupational Therapy team is responsible for the delivery of Occupational Therapy services to the acute areas of the Canberra Hospital and ensuring that individual patients' needs are met from the perspective of our profession while contributing to the safe and timely discharge of patients to their home environments in line with State and Federal requirements.

As a therapist with developing experience you will play a key role in providing day to day Occupational Therapy to a range of patients within a designated caseload area. Through your work you will also assist in meeting the caseload requirements of the broader Occupational Therapy Team. While engaging in clinical supervision this will be at a level suitable to your development needs and commensurate with experience.

Working with us you will have the support of an experienced team of clinicians and provided with direct clinical supervision from a designated senior Occupational Therapist.

Eligibility/Other Requirements:

Mandatory:

Be registered with the Australian Health Practitioner Regulation Agency (AHPRA).

Tertiary qualifications or equivalent in Occupational Therapy and eligibility for membership of Occupational Therapy Australia,

Hold a current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note: This is a temporary position available for 12 months with the possibility of extension. This position maybe required to participate in overtime, on call and/or rotation roster. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty will vary according to the requirements of each position. To be considered for this position you will need to provide us with an introductory letter, the most recent copy of your curriculum vitae (two Pages) and written responses to Selection Criteria (12 font, single spaced, half to one page per Selection Criteria). The results of this recruitment round may be used to fill any similar additional temporary vacancies as they occur through the creation of a merit pool.

Contact Officer: Domenico Tripodi (02) 6244 3286 domenico.tripodi@act.gov

Medicine

Chronic Disease

Obesity Management Service Officer

Administration Service Officer 3 \$64,230 - \$69,125, Canberra (PN: 10763)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

Our Vision: Creating exceptional health care together

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

Our Values: Reliable, Progressive, Respectful and Kind

Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range publicly funded health facilities, programs and services including but not limited to:

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

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

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

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

Overview of the work area and position:

Chronic Disease Management is comprised of the Chronic Care Program and the Obesity Management Service (OMS).

These services are multi-disciplinary with input from a range of medical specialties', nursing and allied health professionals. This position provides administrative support to the OMS with daily tasks focused largely on enquiries reception and appointment booking and scheduling. The OMS is run from the Belconnen Community Health Centre and this support position is located there as well.

Duties:

Co-ordinating and providing a reception service in support of the Service, including answering a broad range of enquiries and liaising with patients, carers, clinical staff and other services.

Providing administrative support to the Service Manager, Doctors and other team members including assisting with managing appointments, correspondence, general service documentation and educational material.

Processing referrals, appointments, maintaining appropriate records and entering information into databases and IT systems relevant to the service.

Ensuring patient confidentiality is maintained at all times while providing high quality customer service as outlined in the Customer Service Standards.

Undertaking other duties appropriate to this level of classification, which contribute to the operations of the section with the delivery of high-quality person and family centred, safe and high-quality patient care.

Eligibility/Other Requirements:

Desirable:

A background in health service administration is desirable including experience with CHS information systems (for example ACT Patient Administration System (ACTPS)).

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Contact Officer: Andrew Barrow (02) 5124 2063 andrew.barrow@act.gov.au

Mental Health, Justice Health, Alcohol and Drug Services

Adult Mental Health Day Service

Clozapine Coordinator

Registered Nurse level 3.1 \$108,237 - \$112,691, Canberra (PN: 47519)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

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Overview of the work area and position:

The Mental Health Justice Health and Drug and Alcohol Services (MHJHADS) Division provides quality health care to people in inpatient, community and forensic settings. The Clozapine coordinator role will work across the MHJHADS Division, providing clinical services and senior support as it is required.

The position will be report operationally to the manager of the Adult Mental Health Day Service (AMHDS) and professional governance will sit within the Director of Clinical Services office. The AMHDS is a specialist multi-disciplinary team within MHJHADS that delivers effective evidence-based and recovery-focused interventions to people living in the community to help enhance their quality of life and/or improve their functional status. The AMHDS offers a variety of programs, including a number of group-based interventions and other specialist services (including pharmacological services) that target people who are living in the community and who are experiencing moderate to severe mental health conditions. The team aims to provide collaborative care involving the person, their families/carers and community support services. The AMHDS is located at the University of Canberra Hospital, however the role work across the Division and will involve a high amount of travelling and you will be required to work in secure mental health and forensic facilities. The Clozapine coordinator is the recognised senior support staff member for the MHJHADS Division.

The Clozapine Coordinator role will work with key staff and relevant committees to provide evidence of best practice, reflective of current national trends, to support the Division's Clozapine operations. The Coordinator will be involved in work that supports the Division's quality improvement program. This role will play a key role in the development of Clozapine monitoring and physical health assessment procedures and will ensure that Divisional practice is in alignment with relevant laws and national and industry specified standards. This role will involve the development of education and learning opportunities and will involve point of care mentoring and clinical work.

Eligibility/Other Requirements:

Mandatory:

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

Minimum of twelve months work experience relevant to Clozapine.

Minimum of five years of professional Nursing practice, with at least six months of recent practice in a mental health related area.

Desirable:

Hold a current driver's licence.

Post graduate Mental Health Nursing qualifications or equivalent.

Member of a professional Nursing organisation.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

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

Contact Officer: Amaly Khalaf (02) 5124 1744 amaly.khalaf@act.gov.au

Clinical Services

Medicine

Chronic Disease Management

Project Officer

Administration Service Officer 6 \$85,394 - \$97,732, Canberra (PN: 17069)

Gazette Date: 28 May 2020

Closing Date: 5 June 2020

About us

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Overview of the work area and position

The Chronic Disease Management (CDM) is a multidisciplinary team within the Division of Medicine of Canberra Health Services (CHS). CDM is made up of the following teams:

Chronic Disease Management Unit (CDMU), based at the Canberra Hospital

Chronic Care Program (CCP), based at the Canberra Hospital

Obesity Management Service (OMS), based at the Belconnen Community Health Centre.

The focus of CDM is on improving the management of patients with chronic disease, particularly chronic obstructive pulmonary disease (COPD), heart failure (HF), Parkinson's disease (PD) and obesity, through effective caring teamwork.

As well as delivering clinical care to these client groups, CDM undertakes audits, continuous quality improvement, research, management consulting and community development.

Eligibility/Other Requirements:

Desirable:

Relevant tertiary qualifications in a field relating to health or project management and/or equivalent knowledge skills and experience.

Hold a current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note: This is a temporary part-time position available for a period of nine months with the possibility of extension at 18.38 hours per week. The full-time salary noted above will be pro-rata.

Contact Officer: Alison Lancaster (02) 5124 2911 alison.lancaster@act.gov.au

Women, Youth and Children

Women, Youth and Children, Community Health Programs

Assistant Director of Nursing

Registered Nurse Level 5.3 \$139,701, Canberra (PN: 20627)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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Overview of the Work Area and Position

Women, Youth and Children Community Health Programs delivers a range of primary health care community-based services to children, families and women including early pregnancy, child and family health, school health, child protection and women's health services. Services are delivered within a multi-disciplinary context if not by a multidisciplinary team.

The Assistant Director of Nursing (ADON), Women Youth and Children Community Health Programs (WYCCHP) will provide overarching leadership for the delivery of nursing and midwifery services across the diverse range of women, youth and children's community-based health services.

The ADON is responsible for professional leadership for nurses and midwives working within multidisciplinary teams and for the operational management of some nursing and midwifery services within WYCCHP. The ADON ensures the effective and efficient delivery of nursing and midwifery care.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Post graduate qualifications in Midwifery, Child and Family Health Nursing or Pediatrics, or studies relevant to primary health care will be highly desirable.

Holding or working towards a higher degree in Health Services Management, Nursing or Midwifery is highly desirable.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police National check.

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

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

Note:

This is a permanent full-time position commencing 24 June 2020.

Contact Officer: Deborah Colliver (02) 5124 1094 Deborah.Colliver@act.gov.au

Adult Acute Mental Health Services

Mental Health, Justice Health, Alcohol and Drugs Services

Adult Acute Mental Health Access Coordinator

Registered Nurse Level 3.1 \$108,237 - \$112,691, Canberra (PN: 42563)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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Overview of the work area and position

Adult Acute Mental Health Services (AAMHS) provide person centred, high quality, and contemporary mental health care across the Canberra Hospital campus that is guided by the principles of Recovery. AAMHS services aim to provide collaborative care involving the person, their Carers and other key clinical and support services.

The ACT Wide Mental Health Access Coordinator (Access Coordinator) has the role of the patient flow coordination for Adult Acute Mental Health Services (AAMHS), providing timely access to mental health beds, ensuring that the right person gets the right bed at the right time.

The position provides a central point of contact for information and access to mental health beds in AAMHS during business hours and has strong links with the Calvary Public Hospital Bruce and University of Canberra Hospital inpatient mental health units, to effectively coordinate patient flow across the service. The Access Coordinator provides a liaison role with MHJHADS Adult Community Mental Health teams to coordinate and plan direct admissions and/or ED diversion by identifying mental health risk and optimising a therapeutic transition for people who require a mental health admission.

The core responsibilities of the Access Coordinator are;

To be aware of current capacity and demand within Mental Health Services during business hours.

Promote effective coordination of bed movement Service.

Provide operational and strategic advice to MHJHADS executive members with regards to significant predicted or actual reduction in patient flow, which may cause significant risk to the operation of the service.

To be the initial point of contact and escalation point for the Mental Health Capacity.

Eligibility/Other Requirements:

Mandatory:

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

Recent experience in a mental health setting

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

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

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health Service

Health Professional Officer CAMHS South

Health Professional Officer Class 2 \$66,096 - \$90,737, Canberra (PN: 21570)

Gazette Date: 28 May 2020

Closing Date: 11 June 2020

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

These services include:

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol Drug Services

Child Adolescent Mental Health Services (CAMHS)

Dhulwa Mental Health Unit

Justice Health Services, and

Rehabilitation and Specialty Mental Health Services

Overview of the work area and position:

Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues.

The CAMHS community teams are made up of multidisciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. The successful candidate will be required to conduct assessment and treatment clinically manage children and young people with mental health issues, facilitate group work, provide advice and information to support systems and to provide support to HP1 clinicians.

All roles within CAMHS require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. Additionally, any role in CAMHS is required to be available to work within all program areas of CAMHS, as service needs arise.

Eligibility/Other Requirements:

Mandatory:

For Occupational Therapy:

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

Eligibility for professional membership of Occupational Therapy Australia

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

Must hold a current driver's licence.

For Psychology:

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

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

Must hold a current driver's licence.

For Social Work:

Degree in Social Work.

Eligibility for membership of the Australian Association of Social Workers.

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

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

Must hold a current driver's licence.

Highly desirable for all disciplines:

Experience in working with children and young people.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing requirements for allied health.

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

Undergo a pre-employment National Police check

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

Contact Officer: Kalvinder Bains (02) 5124 1407 kalvinder.bains@act.gov.au

Medical Services

Medical Imaging

Clinical Nurse Coordinator - Medical Imaging

Registered Nurse Level 3 Grade 1 \$108,237 - \$112,691, Canberra (PN: 01291)

Gazette Date: 28 May 2020

Closing Date: 5 June 2020

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Overview of the Work Area and Position

The Medical Imaging Department at CHS operates 24 hours, seven days a week, offering a wide range of imaging modalities. The service provides state of the art radiology, MRI, PET, interventional radiology, ultrasound and nuclear medicine services for patients in Canberra and the South East Region of NSW. We are committed to providing our patients with cost-effective, easily accessible subspecialty expertise along with a strong commitment to research and training in advancing the use of imaging for the diagnosis and treatment of disease.

The Medical Imaging Department is part of the CHS Medical Services Group, which also includes ACT Pathology, CHS Pharmacy, Healthcare Technology Management, the Physician Training Office, the Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), the GP Liaison Unit (GPLU) and the CHS Library.

The Medical Imaging Clinical Nurse Coordinator has direct line responsibility for all operational Nursing practice in all Medical Imaging modalities (with the exception of the Angiography Suite). The Medical Imaging Clinical Nurse Coordinator is responsible, amongst other duties, for staff oversight, patient flow, internal and external stakeholder liaison, contingency management and, in consultation with the Medical Imaging Assistant Director of Nursing, the strategic development of Medical Imaging Nursing.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

A post-graduate qualification in medical imaging nursing and/or acute care nursing.

Experience in the specialty area of Medical Imaging Nursing and/or acute care.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Contact Officer: Leanne Muir (02) 5124 4333 leanne.muir@act.gov.au

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Registered Nurse, Specialist Youth Mental Health Outreach

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 27146)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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Overview of the work area and position:

Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance 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' homes. These services include:

Rehabilitation and Speciality Services

Adult Community Mental Health Services (ACMHS)

Adult Acute Mental Health Services (AAMHS)

Alcohol and Drug Services (ADS)

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services (JHS)

Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for children and young people who are experiencing moderate to severe mental health issues.

The Registered Nurse position will work collaboratively as part of a multidisciplinary assertive outreach team to provide assessment and therapeutic intervention to young people aged 14-25 experiencing early psychosis or at ultra-high risk of developing psychosis.

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

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications in Nursing.

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

Must hold a current driver's licence.

Desirable:

Experience in mental health,

Experience working with young people.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

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

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

Contact Officer: Laura Dawel (02) 5124 2975 laura.dawel@act.gov.au

Rehabilitation, Aged and Community Services

Oral Health Services Dental Laboratory

Oral Health Services Laboratory Manager

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 28863)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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Overview of the Work Area and Position

The Oral Health Service provides Laboratory services from the Phillip Health Centre. We provide Denture and removable orthodontic appliances to eligible adults, children and youths.

The position reports to the Oral Health Services Director, Rehabilitation, Aged and Community Services.

Eligibility/Other Requirements:

Desirable:

Previous experience with human resources management and change management

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note:

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

Contact Officer: Michael Keen (02) 5124 1732 michael.keen@act.gov.au

Logistics Support Services

Sterilising Services

Training and Development Manager

Technical Officer Level 3 \$73,794 - \$83,600, Canberra (PN: 11741)

Gazette Date: 28 May 2020

Closing Date: 5 June 2020

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Overview of the Work Area and Position

The Infrastructure and Health Support Services Division is responsible for facilities and asset management, delivery of capital and minor projects, and infrastructure services, support and operations. The Sterilising Services section is embedded within this Division.

Sterilising Services (SS) provides sterilising services to Canberra Hospital (CH), Calvary Public Hospital Bruce (CPHB) and some private clinics within the ACT and surrounding areas of NSW by cleaning, disinfecting and sterilising of Reusable Medical Devices (RMD). SS provides reprocessing of RMD, purchasing, instrument repairs and maintenance.

SS is organised into the following functional areas:

SS at Mitchell, including management and administration

SS Unit at CH

Sterilising Unit at CPHB

Central Reprocessing Unit (CRU) at Gastroenterology and Hepatology at CH

Eligibility/Other Requirements:

Mandatory:

Certificate III in Sterilising

Highly Desirable:

Certificate IV training and assessment.

Adept in the use of Microsoft Office and IT support systems.

Experience in working with healthcare setting

Current driver's licence

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Contact Officer: Natalie Ogilvie (02) 5124 2283 Natalie.Ogilvie@act.gov.au

Division of Women Youth and Children

Nursing and Midwifery

Access and Operations Co-ordinator

Registered Nurse Level 3.1 \$108,237 - \$112,691, Canberra (PN: 42277)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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

Overview of the work area and position:

The Division of Women, Youth and Children offers a range of primary, secondary and tertiary services across the acute and community-based sectors.

The Centenary Hospital for Women and Children (CHWC) is a tertiary centre for the ACT and surrounding regional areas. CHWC provides care to women and children across maternity, gynaecology, paediatric and neonatology services. The Nurse/Midwife Access and Operations Co-ordinator (AOC) positions are responsible for the coordination and management of clinical requirements and leadership after hours to facilitate capacity across CHWC clinical areas.

The role works closely with the Canberra Health Services Access Unit whilst providing operational support for CHWC Clinical Nurse/Midwifery Managers and team leaders. This position provides a central point of contact and escalation for CHWC.

Reporting to the Assistant Director of Nursing and Midwifery (Clinical Support), the role contributes to the provision of safe effective care through coordinating responses to manage patient flow issues.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Post graduate qualification in a relevant nursing or midwifery field

Holding or working towards a higher degree in a relevant field.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note: This position is part-time at 32 hours (0.84 FTE, 4 shifts per week) per week and the full-time salary noted above will be pro-rata. The role operates seven days per week, morning and evening shifts.

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

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

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

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

Health Professional Level 1 \$61,986 - \$81,211, Canberra (PN: 40897)

Gazette Date: 28 May 2020

Closing Date: 5 June 2020

Our Vision: creating exceptional health care together

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

Our Values: Reliable, Progressive, Respectful and Kind

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

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

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

Overview of the work area and position:

MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance of well-being and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works

in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients.

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

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services

Justice Health Services

Rehabilitation and Specialty Mental Health Services

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

The successful candidate will work under the professional supervision of a senior clinician of the same discipline and under the broad supervision of senior clinicians in the team to conduct phone and office based triage assessments of persons who require mental health care. This work will primarily be based in the Belconnen Health Centre, however at times the location of this work may be at other settings in the community such as private residences and or health centres. The role involves participating in a team to produce quality outcomes for the Canberra community, discussing planned care interventions in a multidisciplinary environment. This role will involve computer and phone work as well as face to face contact with persons from the community. There may be some driving involved in this role and the successful candidate will be expected to work in a 38 hour, seven day per week 24 hour rotating roster.

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

The successful applicant will be employed on a temporary 12 month contract as a Health Professional Level 1.

Consideration for ongoing appointment is contingent on successful recruitment at a Health Professional Level 2, through a merit selection process.

Eligibility/Other Requirements:

Mandatory:

For Occupational Therapy:

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

Eligibility for professional membership of Occupational Therapy Australia,

Current driver's licence.

For Psychology:

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

Current driver's licence.

For Social Work:

Degree in Social Work,

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

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

Current driver's licence.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing requirements for allied health.

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

Undergo a pre-employment National Police check.

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

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

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

Medicine

Clinical Forensic Medical Services

Forensic Nurse Examiner

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 22202, several)

Gazette Date: 28 May 2020

Closing Date: 8 June 2020

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

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

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

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

Overview of the work area and position

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

An exciting opportunity exists for a dynamically skilled and suitable qualified Registered Nurse within the Department of Clinical Forensic Medical Services.

The successful applicant will be required to work shift work including night duty and on call and across the three divisions of service within Clinical Forensic Medical Services:

Forensic and Medical Sexual Assault Care (FAMSAC) providing forensic evidence collection and medical assessment to both male and female victims of assault.

Clinical Forensics ACT (CFACT) providing triage and support services in the outreach settings of the Australian Federal Police custodial facilities.

Nursing assessments within the outpatient clinic- Fitness to Drive Medical Clinic (FTDMC)

Eligibility/Other Requirements

Mandatory:

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

Holds a current driver's licence

Desirable:

Registered Nurse with a minimum five years post registration experience

Experience in emergency nursing with triage skills, mental health, women health, sexual health or custodial medicine highly desirable.

Holds or is working towards a post graduate qualification. Preference for emergency nursing clinical forensic nursing, family planning, sexual health nursing or a willingness to gain required qualifications.

A willingness to undertake further study as a Forensic Nurse Examiner a must.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check

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

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

Note:

There are two positions available in a temporary and permanent capacity, at part-time and/ or fulltime hours. The part-time is (19) hours per week and the full-time salary noted above will be pro-rata.

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

Contact Officer: Amie Johns (02) 5124 2185 amie.m.johns@act.gov.au

Canberra Health Services

Pharmacy

Pharmacy

PH1 (Pre-registration) Pharmacist

Pharmacist Level 1 \$70,347 - \$81,211, Canberra (PN: 34945, several)

Closing Date: 18 June 2020

Gazetted: 21 May 2020

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Mental Health, Justice Health, Alcohol and Drug Services provide a range of health services from prevention and treatment through to recovery and maintenance at a number of locations and in varied environments for people suffering from mental health issues. Four Walk-in Centres: which provide free treatment for minor illness and injury.

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

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

Overview of the work area and position

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

The CHS Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff.

The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Under the direction of the Deputy Director of Pharmacy Support and Operations the pharmacy technicians will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centered service.

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 direction and guidance from the Clinical Lead for Education and Training, the Intern Pharmacist role is primarily responsible for the provision of a range of pharmacy services, on weekends and after hours as rostered. The hospital has multiple site locations and all Pharmacy staff are required to work at both The Canberra Hospital (TCH) and UCPH (University of Canberra Public Hospital) sites as rostered.

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications (or equivalent) in Pharmacy.

Eligible for provisional registration with Australian Health Practitioner Regulation Agency (AHPRA) by Jan 2021.

Eligible to enrol in an Intern Training Program accredited by the Australia Pharmacy Council in 2021.

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

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing requirements for allied health.

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

Undergo a pre-employment National Police check.

Note: These are temporary position's available for period of 12 months. Successful applicants will be expected to sit for their written AHPRA exams and oral AHPRA exams at the earliest scheduled session where they have met the practice hour requirements.

Contact Officer: Jessica Barnard (02) 5124 7949 Jessica.M.Barnard@act.gov.au

Medical Services

Healthcare Technology Management

Project Support Officer

Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 44666)

Gazette Date: 28 May 2020

Closing Date: 11 June 2020

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

Six Community Health Centres: providing a range of general and specialist health services to people of all ages.

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

Overview of the Work Area and Position

The Healthcare Technology Management Department (HTM) comprises of an Operational Support Team and a Clinical Asset Management Team, staffed by Professional Engineers and Technicians. The Department is led by the Director and is responsible for managing medical devices, systems and clinical networks utilised in ACT Health Hospitals and Community Health Centres. The Department is located at The Canberra Hospital in Garran.

Reporting to Director HTM, under limited direction, the Project Support Officer will be responsible for specific projects as decided by the Director HTM and general administrative support for the department.

Eligibility/Other Requirements:

Desirable:

Previous experience in a similar role and duties

Previous experience in developing quality manuals and procedures

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Contact Officer: Alan Ringland (02) 5124 3816 alan.ringland@act.gov.au

Canberra Health Services

Mental Health Consultation Liaison

Adult Acute Mental Health Services

Mental Health Consultation Liaison Clinician

Registered Nurse 3.1 \$108,237 - \$112,691 Canberra (PN: 39850)

Gazette Date: 21 May 2020

Closing Date: 5 June 2020

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Overview of the work area and position

Adult Acute Mental Health Services provide person centred, high quality, and contemporary mental health care across the Canberra Hospital campus that is guided by the principles of Recovery. AAMHS services aim to provide collaborative care involving the person, their Carers and other key clinical and support services.

The Mental Health Consultation Liaison Service provides an integrated, acute mental health service within the Emergency Department and General and Medical wards of the Canberra Hospital. The Mental Health Consultation Liaison Service provides specialist mental health assessment and treatment services through a multi-disciplinary team and interventions are based on best available clinical evidence with an emphasis on positive outcomes that are tailored to an individual's needs.

The successful applicant will be required to undertake complex mental health assessments and work as a senior clinician within a multi-disciplinary team, providing high standard clinical skills and expertise in the assessment and provision of short-term management strategies for people in acute distress and with major mental health conditions. The applicant will demonstrate a recovery focus and be highly motivated to engage in consultation, support and educative practices with other clinical teams, families, carers and other agencies

All team members are required to undertake professional development and professional supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. The position is supported by a cohesive multi-disciplinary team of Nurses, Allied Health Professionals, an Administration Service Officer, Psychiatry Registrars and Consultant Psychiatrists.

Contact Officer: Philip Hoyle (02) 62052782 philip.hoyle@act.gov.au

Finance and Business Intelligence

Health Information Services

Clinical Record Forms Officer

Administration Service Officer 5 \$79,253 - \$83,888, Canberra (PN: 45760)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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The Finance and Business Intelligence (FBI) Branch is led by the Chief Finance Officer (CFO) who reports to the Chief Executive Officer of Canberra Health Services. The FBI Branch is responsible for the development and maintenance of budgets, financial management, and for providing strong operational finance and performance reporting analysis across the health service. The five sub-units within the FBI branch include the Financial Management Unit, Revenue and Financial Services, Patients Accounts, Business Intelligence and Health Information Services.

Overview of the Work Area and Position

Health Information Services (HIS) provides a range of services including clinical record scanning and management, clinical coding and casemix data generation, patient identifier maintenance and managing access to personal health information to facilitate patient care and follow-up, for research, quality improvement, education, and hospital management purposes.

This position is an important role in HIS and will assist in forms development and review, maintaining the forms register within SharePoint and co-ordinating form initiation processes and workflows with key stakeholders. This position requires extensive communication skills and the ability to utilise applications and acquire skills in with different technologies to support the forms development functions.

Eligibility/Other Requirements:

Desirable:

Previous experience and/or qualification in graphic design or using desktop publishing software such InDesign

Experience in the use and development of clinical record forms

Knowledge or understanding of electronic forms and their development

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note:

This is a temporary position for six months with the possibility of extension and/or permanency. Applicants may be assessed and selected based on written response against selection criteria and referee report only.

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

Contact Officer: Jamian Manton (02) 5124 2245 Jamian.Manton@act.gov.au

RACS

Community Care Program

Allied Health Assistant

Allied Health Assistant 3 \$65,380 - \$68,590 (up to \$72,560 depending on qualification level), Canberra (PN: 27165)

Gazette Date: 28 May 2020

Closing Date: 11 June 2020

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Overview of the Work Area and Position

Rehabilitation, Aged and Community Services (RACS) is a vibrant and diverse Division within CHS providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres and the Village Creek Centre in Kambah. Our staff are committed to the delivery of health services that reflect CHS's values: Reliable, Progressive, Respectful and Kind.

The University of Canberra Hospital (UCH), Specialist Centre for Rehabilitation, Recovery and Research is located on the grounds of the University of Canberra. The hospital, the ACT's first sub-acute rehabilitation hospital, is part of CHS's network of health facilities designed to meet the needs of our ageing and growing population.

RACS services work collaboratively with the individuals, his/her carers and other services within and external to Canberra Health Services.

Community Care Occupational Therapy services are offered from community health centres and in patient homes across the ACT. The service provides assessment and intervention relating to assistive technology and home modifications for patients aged 18+ years. Patients vary in their medical conditions and may include people with neurological conditions, orthopaedic conditions, complex medical conditions and frail aged. Community Care Occupational Therapy also provides services for the National Disability Insurance Scheme participants as well as Commonwealth Home Support Program clientele.

Under the direct or indirect supervision of an Allied Health Professional, the Occupational Therapy Allied Health Assistant will play a key role in the day to day functioning of the Community Care Occupational Therapy team, including but not limited to: delivering and setting up assistive technology in client homes as well as following up these devices, provision of educational materials as determined by the supervising clinician, assisting with intake and clinic management, management of day-to-day duties at the Independent Living Centre, computer-based data entry and clinical files documentation.

Eligibility/Other Requirements:

Mandatory:

Certificate IV in Allied Health Assistance (Occupational Therapy) or recognized equivalent,

Current driver's licence,

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

Desirable:

Experience working with participants in a community setting.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note:

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

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

Contact Officer: Kari Moore (02) 5124 1212 Kari.Moore@act.gov.au

Women Youth and Children's Community Health Programs

Allied Health

Physiotherapist

Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 25527)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

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Overview of the Work Area and Position

The Physiotherapy Service forms part of the Allied Health Team and sits within the Division of Women, Youth and Children. This is a community based physiotherapy service which provides individual clinical services for women in the antenatal and postnatal period and for babies less than 12 months of age. The Physiotherapy Service employs qualified Physiotherapists with a solid background in musculoskeletal physiotherapy and women's health and with paediatric experience particularly in the assessment and treatment of musculoskeletal and developmental issues for babies.

Experience in developing and delivering group education and health promotion sessions would be a strong asset. Services are currently provided at Tuggeranong, Belconnen and Gungahlin Community Health Centres, and at the West Belconnen Child and family Centre. The Physiotherapist service is part of the broader multidisciplinary services provided by the Women, Youth and Children Community Health Programs across the ACT and works closely with Maternal and Child Health Nurses and Allied Health practitioners.

Eligibility/Other Requirements:

Mandatory:

Degree or Diploma in Physiotherapy or equivalent qualifications.

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

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

Current drivers licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check

Have at least three years work experience.

Note: This is a temporary position available for three months, with possibility of extension. This is part-time position at 14.7 hours per week and the full-time salary noted above will be pro-rata.

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

Contact Officer: Cassandra Tinning (02) 5124 2636 Cassandra.Tinning@act.gov.au

RACS

Community Health Centre/Walk in Centre

Walk in Centre Administration Officer

Administrative Services Officer Class 2/3 \$56,689 - \$69,125, Canberra (PN: 47491, several)

Gazette Date: 28 May 2020

Closing Date: 10 June 2020

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

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

Overview of the Work Area and Position

There are seven Community Health Centres as part of Canberra Health Services. These health centres are located at Belconnen, Gungahlin, Dickson, City, Phillip, Tuggeranong and Weston Creek. Four of these health centres also have a Walk-In Centre co located with them, and the fifth Walk-In Centre will be opened at Dickson in late August 2020. The expectation is that administration officers will work across all health centres when needed.

In August this year we will be opening a Nurse led Walk in Centre at Dickson. We are looking for individuals with varied experience to apply for the permanent part-time positions that can be located across all walk in Centres in the ACT. The walk in Centres are open from 7:30am to 10:00pm seven days a week including public holidays. Shifts for administrative staff consist of an AM (7:30-3:51) and Pm shift (2:09-10:30). The staffing in each Walk in Centre consists of two full-time staff and two part-time staff on a rotating roster.

The part-time staff can be asked to cover any annual or personal leave. Staff will be located at a “Homebase” Walk in Centre but will be expected to work at another Walk in Centre as operational needs dictate. The Health Centres work in conjunction with the Walk in Centres.

The Health Centre hours are 8am to 5pm Monday to Friday.

Administration Officers are expected to provide support with receptionist duties including telephone and front reception enquiries, arriving consumers, records management and administrative support to the various community based services provided within Community Health Centres. The officer will demonstrate good customer service skills, have the ability to resolve issues and display good communication and liaison skills. Experience in an administrative environment would be an advantage but is not a requirement.

These positions are broad banded positions.

Eligibility/Other Requirements:

Desirable:

Experience in an Administrative environment would be an advantage but is not a requirement.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note:

There are several permanent part-time positions available at 18.37 hours per week. The full-time salary noted above will be paid pro rata. An order of merit list may be established to fill future vacancies at level over the next 12 months in both the Walk in Centres and Health Centres.

Positions at this level may be required to work at different Walk in Centres as operational needs dictate. These positions are broad banded and the salary increment offered to successful applicants will be dependent on previous experience knowledge and skills.

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

Contact Officer: Branka Milanovic (02) 5124 1477 Branka.Milanovic@act.gov.au

Mental Health, Justice Health, Alcohol and Drug Services

Secure Mental Health Services and Justice Health Services

Drug and Alcohol Registered Nurse

Registered Nurse Level 2 \$94,409 - \$100,061, Canberra (PN: 13946)

Gazette Date: 28 May 2020

Closing Date: 10 June 2020

Our Vision: creating exceptional health care together

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

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

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

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

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

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

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

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

Overview of the Work Area and Position

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

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

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

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

The Drug and Alcohol Nurse, under guidance from the dedicated multi-disciplinary team and Drug and Alcohol Services, will have a particular focus upon people with Alcohol and Drug issues and will participate and contribute to the development and delivery of a high quality care to clients on an Opioid Replacement Treatment (ORT) Program within a custodial setting. In this role you will demonstrate clinical expertise in assisting with the management of clients with substance use issues, assessment and monitoring of clients on ORT to design and implement evidence-based interventions to promote health and well-being that supports a harm minimisation philosophy.

In the role you will be required to liaise with external providers, work across various JHS sites, undertake professional development and supervision, participate in quality initiatives, and contribute to the multidisciplinary team processes as well as providing leadership, feedback and guidance to Registered and Enrolled Nurses.

As a source of expert nursing knowledge, it is expected you demonstrate competence in advanced nursing practice and a higher level of skill and ability to perform in a more demanding role covering the domains; clinical care, leadership, education, safety and communication.

The Registered Nurse Level 2 is seen by the organisation as a source of expert nursing knowledge, skills and attributes.

The Registered Nurse Level 2 must demonstrate a higher level of skill and the ability to perform a more demanding role covering the domains; clinical care, leadership, education, safety and communication.

Eligibility/Other Requirements:

Mandatory:

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

Current driver's licence.

Desirable:

Post Graduate Qualifications (or equivalent) in Mental Health Nursing or working towards.

Certificate IV in Alcohol and Other Drugs, or willing to undertake further Drug and Alcohol Training.

Experience working in a mental health setting.

Minimum of three years in experience working with clients with substance abuse issues.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note:

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

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

Contact Officer: Bijaya Acharya (02) 512 41978 Bijaya.Acharya@act.gov.au

Acute Allied Health Services

Physiotherapy

Physiotherapist

Health Professional 2 \$66,096 - \$90,737, Canberra (PN: 20869)

Gazette Date: 28 May 2020

Closing Date: 10 June 2020

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

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

Overview of the Work Area and Position

Physiotherapy within Acute Allied Health Services (AAHS) provides services to a range of clients in acute inpatient and specialised outpatient settings. This position rotates across inpatient and specialised outpatient services. Our Physiotherapists work closely with patients, carers, referrers, other health care professionals and multidisciplinary teams to achieve safe high-quality patient care.

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

The overall functions of the physiotherapist under professional supervision include:

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

Promoting individual or group service delivery.

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

Clinical supervision, and professional development is provided through team structures, supervision support, competency-based assessments and informal and formal professional development opportunities.

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications (or equivalent) in Physiotherapy.

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

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

Desirable:

Current drivers' licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check;

Comply with CHS credentialing requirements for allied health.

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

Note:

You will be required to participate in an overtime roster. A merit list/merit pool will be created from this recruitment round and this may be used to fill temporary and permanent positions at level over the next 12 months.

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

Contact Officer: Kathy Terrell (02) 5124 2154 Kathy.Terrell@act.gov.au

Nursing, Midwifery and Patient Support Services

Graduate Holding Pool

Enrolled Nurse Transition to Practice Program

Enrolled Nurse Level 1 \$61,658 - \$65,876, Canberra (PN: 44493)

Gazette Date: 28 May 2020

Closing Date: 5 July 2020

Contact Officer: Maxine Jordan (02) 5124 3382 maxine.jordan@act.gov.au

Our Vision: creating exceptional health care together

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

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range publicly funded health facilities, programs and services including but not limited to:

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

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

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

Overview of the Work Area and Position

Canberra Health Services invites applications from Enrolled Nurse Graduates for the February, April and May 2021 Transition to Practice Program (TTPP)

Canberra Health Services offers a 12-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. The TTPP is 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 graduate nurse.

The 12-month program will incorporate at least two 6-month rotations through clinical areas or 12 months within a speciality. Successful candidates will be offered permanent full-time or part-time employment.

Eligibility/Other Requirements:

Completed/will complete a Diploma in Nursing between December 2019 and February 2021.

Registered or eligible to register as an enrolled nurse with the Australian Health Practitioner Regulation Agency (AHPRA) prior to date of program commencement.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note:

To be considered all applications must be submitted electronically at: www.health.act.gov.au/employment

Further information about the Program and the recruitment process is available on the website:

<http://www.health.act.gov.au/professionals/nursing-and-midwifery/transition-practice-program/enrolled-nurse>

Applicants are required to submit the following:

Completed application form

Response to the required Selection Criteria (five questions) in no more than one page

Curriculum vitae

A current transcript of results from CIT/TAFE (unofficial is acceptable)

Two written professional referee reports using the 2021 ENTTPP referee template form which can be downloaded from the ENTTPP website

Incomplete or late applications will not be considered.

This application process is for those applicants that would like to be considered for the February/April/May 2021 intake.

Short listing will take place from the submitted documentation. Short listed applicants will be invited to attend an interview from September 2020 at this time all elements of the application process will be considered including performance at interview.

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

Employment decisions will be based on written application, referee reports, satisfactory academic history and interview.

Suitable candidates not offered positions in the first round may be offered positions later as required by Canberra Health Services.

Contact Officers:

TTPP EN Coordinator - Maxine Jordan Maxine.jordan@act.gov.au or phone (02) 5124 3382

TTPP EN Clinical Development Nurses

ENClinicalDevelopmentNurse@act.gov.au or phone (02) 5124 3360

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

Please read the following carefully prior to submitting your application:

In no more than one page (not exceeding 250 words per criteria) answer the five selection criteria

Dot points or paragraphs are acceptable using Arial 10 font, single spacing and standard margins

Each criterion will be weighted evenly

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Therapist

Health Professional Level 3 \$93,346 – \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 43845)

Gazette Date: 28 May 2020

Closing Date: 9 June 2020

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range publicly funded health facilities, programs and services including but not limited to:

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

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

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

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

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

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

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

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services, and

Rehabilitation and Specialty Mental Health Services

Overview of the work area and position:

The Therapist (psychological interventions) position is based in the Therapies Team of the Adult Community Mental Health Services (ACMHS) program area. The key function of the Therapies Team is to provide high-intensity, evidence-based psychological and psychosocial interventions to people, including psychological interventions, family-based interventions, and functional and occupational interventions. The Therapies Team aims to maximize the application of concentrated psychological and psychosocial interventions and enhance available treatment options for people who are clinically managed by a Community Recovery Service (CRS). As a function established under the ACMHS Model of Care, the Therapies Team provides targeted interventions that are unavailable elsewhere in the ACT and which are based on highest need within the ACMHS population.

The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. Allied Health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan.

The successful applicant of the HP3 Therapist position is responsible for conducting skilled clinical assessments and delivering high-intensity psychological interventions to people. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. It is an expectation that the successful applicant will provide supervision to staff at the Health Professional 1 and 2 Levels as well as to students and clinically-related staff (such as Allied Health Assistants). The position will report operationally to the HP4 Team Leader of the Therapies Team. Professional governance of this position will come from the relevant Discipline Principal (MHJHADS).

Eligibility/Other Requirements:

For Psychology

Mandatory:

Hold General Registration with the Psychology Board of Australia.

Minimum of three years (ideal five years) post qualification.

Desirable:

Approved or eligible for approval as a Psychology Board of Australia Approved Supervisor.

Current driver's licence.

For Social Work

Mandatory:

Degree in Social Work.

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

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

Minimum of 3 years (ideal 5 years) post qualification.

Desirable:

Current driver's licence.

Accreditation as a Mental Health Social Worker with the AASW.

For Occupational Therapy

Mandatory:

Hold registration with the Occupational Therapy Board of Australia.

Professional membership or eligibility for professional membership of Occupational Therapy Australia (OTA).

Minimum of three years (ideal five years) post qualification.

Desirable:

Current driver's licence.

Endorsement as a Better Access to Mental Health Occupational Therapist with OTA.

Prior to commencement successful candidates will be required to:

Comply with CHS credentialing requirements for allied health.

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

Undergo a pre-employment National Police check.

Note: This is a part-time temporary position available for five months at 29.4 hours per week and the full-time salary noted above will be paid pro-rata.

Contact Officer: Nikki O'Dwyer (02) 5124 1750 nikki.odwyer@act.gov.au

ACT Health

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

Policy, Partnership and Programs

Health Policy and Strategy Branch

Senior Policy Officer

Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 26099)

Gazette Date: 25 May 2020

Closing Date: 1 June 2020

Details: The Health Policy and Strategy Branch, within ACT Health, is looking for a suitably qualified and enthusiastic data modeller and policy analyst to assist with the provision of high-level advice relating to cross border payment flows for public hospital services, the National Disability Insurance Scheme and other national health data priorities. The ideal candidate will have a working familiarity of national health data sets, the national public hospital funding system and experience in data/financial modelling.

The successful applicant will work to multiple Directors in the Branch to assist with various data analysis tasks and provide crucial support to the work of the ACT Health Directorate.

The Health Policy and Strategy Branch is responsible for providing strategic policy advice, project management and the implementation of key

ACT Government priorities relevant to the Health portfolio.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant experience and/or tertiary qualifications in data analysis and financial modelling are a mandatory requirement for this position. Experience working in a human services policy setting would be highly regarded but is not essential. Knowledge of national health data sets, the national public hospital funding system and the National Disability Insurance Scheme or a willingness to quickly learn these policy areas would be highly regarded.

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

How to Apply: Applicants should provide an Expression of Interest outlining their suitability for the role of no more than two pages, a curriculum vitae and the names of two professional referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Chris Kalatzis (02) 5124 9634 Chris.Kalatzis@act.gov.au

Office for Mental Health and Wellbeing

Lifespan Health Suicide Prevention Officer

Registered Nurse Level 4/Health Professional Level 5 \$ 122, 360 – \$142, 494

Canberra (PN: 47660)

Gazette Date: 27 May 2020

Closing Date: 10 June 2020

Details: The Office for Mental Health and Wellbeing is seeking a suitably qualified individual to fill the role of LifeSpan Health Suicide Prevention Officer. The role will focus on contributing to the LifeSpan Integrated Suicide Prevention Framework, working towards reducing the incidence and impact of suicide in the ACT, through a range of health and wellbeing initiatives, funding agreements and relationship management. The successful applicant will work with the Director - Lifespan implementation, and key stakeholders such as the division of Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) at Canberra Health Services, mental health services at Calvary Public Hospital Bruce (CHPB), Way Back Beyond Service, Capital Health Network and the Black Dog Institute, to coordinate the health and clinical strategies under the Lifespan Framework.

Note: This is a temporary position available immediately for six months with the possibility of extension. This position will be filled at the Registered Nurse or Health Professional classification depending on the qualifications of the successful applicant. For conditions and salary for these classifications please see the relevant [Enterprise Agreement](#). Selection may be based on application and referee reports only.

How to Apply: Please submit a two-page maximum statement of claims outlining your Skills and Experience, taking into account the Selection Criteria and Position Description, a current curriculum vitae, and the names and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Ros Garrity (02) 5124 9735 ros.garrity@act.gov.au

APPOINTMENTS

Chief Minister, Treasury and Economic Development

Senior Officer Grade A \$147,006

Teresa Comacchio: 86830223, Section 68 (1), 25 May 2020

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

Erica Lejins: 85381366, Section 68 (1), 22/05/2020

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

Rhonda Pilgrim: 868-30581, Section 68 (1), 01/06/2020

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

Jacob Tyrie: 858-50652, Section 68(1), 23 May 2020

Justice and Community Safety

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

Yvette Le’Nepveu: 863-43185, Section 68 (1), 03/06/2020

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

Ellen Field: 868-30573, Section 68 (1), 25 May 2020

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

Alexia Fuller: 868-30565, Section 68 (1), 25 May 2020

Prosecutor Associate \$71,309 - \$73,494

Isabella Coker: AGS-85855090, Section 68 (1), 26/05/2020

Prosecutor Grade 1-2 \$77,442 - \$121,058

Wendy Kukulies-Smith: 865-54679, Section 68 (1), 25 May 2020

Prosecutor Grade 1-2 \$77,442 - \$121,058

Thomas Cullen: 858-77417, Section 68 (1), 25 May 2020

Prosecutor Grade 1-2 \$77,442 - \$121,058

Sarah Pitney: 863-44524, Section 68 (1), 25 May 2020

Prosecutor Grade 1-2 \$77,442 - \$121,058

Katherine Reardon: 858-64085, Section 68 (1), 25 May 2020

Prosecutor Grade 1-2 \$77,442 - \$121,058

Luke Crocker: 863-43492, Section 68 (1), 25 May 2020

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

Stephen Parrott: 853-61971, Section 68 (1), 28 May 2020

Transport Canberra and City Services

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

Mindi-Jayne Kelly: 865-56340, Section 68 (1), 01/06/2020

Canberra Health Services

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

Jane Dalziell: 857-91875, Section 68 (1), 21/05/2020

Administrative Services Officer Class 3 \$64,230 - \$69,125

Bibin Manuel: 8637-6796, Section 68 (1), 01/06/2020

Administrative Services Officer Class 2 \$56,689 - \$62,598

Rocco Senthavysouk: 862-63943, Section 68 (1), 27/05/2020

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

Danielle Treloggen: 859-52317, Section 68 (1), 25/05/2020

TRANSFERS

Community Services

Julianne McMaster: AGS 796-73071

From: Administrative Services Officer Class 5 \$79,253.00 - \$83,888.00

Community Services

To: Administrative Services Officer Class 5 \$79,253.00 - \$83,888.00

Community Services, Canberra (PN: 14077) (Gazetted 12 February 2020)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Access Canberra

Licensing and Registrations

Working with Vulnerable People

Bridget Walker, AGS 853-61250

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN: 36602) (Gazetted 26 November 2019)

Access Canberra

Licensing and Registrations

Working with Vulnerable People

Anna Lee, AGS 858-53757

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN: 45368) (Gazetted 26 November 2019)

Shared Services

Customer Engagement Services Branch

Education ICT

Saranya Sankaran: 846-88673

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

Chief Ministers, Treasury and Economic Development

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

Chief Ministers, Treasury and Economic Development, Canberra, (PN: 05087) (Gazette 2 April 2019)

Community Services

Nicholas Hawley: 8537-7789

From: Child and Youth Protection Professional Level 2 \$71,164 - \$95,804

Community Services Directorate

To: Child and Youth Protection Professional Level 3 \$98,414 - \$103,427 (up to \$108,305 on achieving a personal upgrade),

Community Services Directorate, Canberra (PN: 03296) (Gazetted 19/10/2020)

Education

Jane Espeland: 853-73593

Education

From: Health Professional Officer 2 \$65,216 - \$89,528

Education

To: Health Professional Officer 3 \$92,103 - \$97,049

Education, Canberra (PN: 47696) (Gazetted 28/05/2020)

School Performance and Improvement

North Gungahlin Network

Palmerston District Primary

Nicole Taylor: 785-51750

From: Classroom Teacher \$67,338 - \$106,448

Education Directorate

To: †School Leader C \$122,856

Education Directorate, Canberra, (PN: 02020) (Gazette 22 November 2019)

Environment, Planning and Economic Development

Planning Delivery

Merit Assessment and Deed Management

Naryis Alkasem Veloz, AGS 858-77345

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

Environment, Planning and Sustainable Development

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

Environment, Planning and Sustainable Development, Canberra (PN: 14878) (Gazetted 05 February 2020)

Justice and Community Safety

Ted Johnston AGS 858-54792

Justice and Community Safety

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN: 38439) (Gazetted 28/02/2020)

Kiara Sheridan AGS 858-71488

Justice and Community Safety

From: Paralegal 2 \$65,837 - \$71,309

Justice and Community Safety

To: Prosecutor Associate \$71,309 - \$73,494

Justice and Community Safety, Canberra (PN: 47756) (Gazetted 10/03/2020)

Jason Simmons AGS 858-66996

Justice and Community Safety

From: Administrative Services Officer Class 4 \$71,309.00 - \$77,212.00

Chief Minister Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253.00 - \$83,888.00

Justice and Community Safety Canberra (PN: 46852) (Gazetted 08/04/2020)

ACT Director of Public Prosecutions

Legal

Kylie Stitt, AGS 847-04573

From: Government Solicitor 1 \$75,581- \$113,177
Justice and Community Safety
To: † Prosecutor 1-2 \$77,442 - \$121,058
Justice and Community Safety, Canberra (PN: 56980) (Gazetted 10 March 2020)

Emergency Services

ACT Ambulance Services

Hannah Smith: 858-58777

From: Graduate Paramedic Intern \$67,706.39
Justice and Community Safety
To: Ambulance Paramedic \$70,647, \$79,474
Justice and Community Safety, Canberra (PN. 47537) (Gazetted 28 May 2020)
This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Jessica Langtry: 858-65133

From: Graduate Paramedic Intern \$67,706.39
Justice and Community Safety
To: Ambulance Paramedic \$70,647, \$79,474
Justice and Community Safety, Canberra (PN. 47534) (Gazetted 28 May 2020)
This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Leisa Lasker: 850-41863

From: Graduate Paramedic Intern \$67,706.39
Justice and Community Safety
To: Ambulance Paramedic \$70,647, \$79,474
Justice and Community Safety, Canberra (PN. 47536) (Gazetted 28 May 2020)
This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Lucy Goldsmith: 858-58806

From: Graduate Paramedic Intern \$67,706.39
Justice and Community Safety
To: Ambulance Paramedic \$70,647, \$79,474
Justice and Community Safety, Canberra (PN. 47539) (Gazetted 28 May 2020)
This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Luke Simms: 858 -58814

From: Graduate Paramedic Intern \$67,706.39
Justice and Community Safety
To: Ambulance Paramedic \$70,647, \$79,474
Justice and Community Safety, Canberra (PN. 47540) (Gazetted 28 May 2020)
This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Sally Anstess: 858- 58785

From: Graduate Paramedic Intern \$67,706.39

Justice and Community Safety

To: Ambulance Paramedic \$70,647, \$79,474

Justice and Community Safety, Canberra (PN. 47538) (Gazetted 28 May 2020)

This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services

ACT Ambulance Services

Sophie Ducker: 858-58769

From: Graduate Paramedic Intern \$67,706.39

Justice and Community Safety

To: Ambulance Paramedic \$70,647, \$79,474

Justice and Community Safety, Canberra (PN. 47535) (Gazetted 28 May 2020)

This promotion is to a non-advertised vacancy and is made in accordance with clause P2.1 (a), (b) and (c) of the Ambulance Enterprise Agreement 2013-2017.

Emergency Services Agency

ACT Fire and Rescue

Shae Leske: 858-62426

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN: 46771) (Gazetted 21 February 2020)

Transport Canberra and City Services

Raymond Seisun: 844-80952

From: General Services Officer 5/6 \$55,841 –\$ 61,456

Transport Canberra and City Services

To: General Services Officer 7 \$63,365 - \$66,914

Transport Canberra and City Services, Canberra (PN: 47680) (Gazetted 17/06/2019)

Dylan Somerville: 848-79015

From: Administrative Services Officer Class 6 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

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

Transport Canberra and City Services, Canberra (PN: 43133) (Gazette 23 March 2020)

Canberra Health Services

Andrew Powell AGS 861-32345

Canberra Health Services

From: Administrative Services Officer Class 2 \$56,689 - \$62,598

Canberra Health Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125

Canberra Health Services Canberra (PN: 13991) (Gazetted 00/00/0000)

Deborah Forepe AGS 821-24786

Canberra Health Services

From: Registered Nurse Level 1 \$67,984.00- \$90,814.00

Canberra Health Services

To: Registered Nurse Level 2 \$94,409.00- \$100,061.00

Canberra Health Services, Canberra (PN: 28422) (Gazetted 20/02/2020)

Marilyn Manoharan: 8243-2439

From: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services

To: Registered Nurse Level 3 \$108,237 - \$112,691

Canberra Health Services, Canberra (PN: 22375) (Gazetted 23/04/2020)

Audrey Miller: 853-64160

Canberra Health Services

From: Registered Nurse Level 3.1 \$108,237 - \$112,691

Canberra Health Services

To: Registered Nurse Level 3.2 \$122,360

Canberra Health Services, Canberra (PN: 32945) (Gazetted 28/05/2020)

Alexandra Bowman Raath: 859-51648

Canberra Health Services

From: Administrative Services Officer Class 2 \$56,689 - \$62,598

Canberra Health Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125

Canberra Health Services, Canberra (PN: 42156) (Gazetted 28/05/2020)

Cheryl Cuthbertson: 8448-1023

Canberra Health Services

From: Registered Nurse Level 3.1 \$108,237 - \$112,691

Canberra Health Services

To: Registered Nurse Level 3.2 \$122,360

Canberra Health Services, Canberra (PN: 40333) (Gazetted 28/05/2020)

Dianne Ramadan: 853-60370

Canberra Health Services

From: Clinical Coder Level 2 \$122,044

Canberra Health Services

To: Clinical Coder Level 3 \$127,870

Canberra Health Services, Canberra (PN: 29585) (Gazetted 28/5/2020)

CORRIGENDA

Canberra Health Services

Jeesmon Mathew 856-73588

Appointment notified in error