

Directorate: ACT Education Directorate	Position Number: 40732
Division: Service Delivery and Design	Classification: Health Professional Level 4
Business Unit: Engagement & Wellbeing Support Services	Location: HCTL, Stirling
Position Title: Allied Health Operations Manager	Last Reviewed: 31 July 2026

DIRECTORATE OVERVIEW

The Education Directorate is responsible for early childhood education and care, and school education in the ACT. The Directorate provides school education services to children and young people both directly through public schools and indirectly through regulation of non-government schools and home education.

Our vision is that we will be a leading learning organisation where people know they matter. We focus on creating capable, resilient and active citizens by placing students at the centre of their learning, empowering learning professionals, building strong communities, and strengthening the system to focus on equity and quality.

The Directorate 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 strongly encouraged to apply.

BUSINESS UNIT OVERVIEW

The Engagement and Wellbeing Support Services Branch is responsible for the policy, strategic planning, and management of school support for student wellbeing, including the provision of allied health services.

The Branch provides direct support for individual students, and support to classroom teachers and school leadership teams designed to build the capacity of schools and contribute to the achievement of improved student outcomes. The Branch leads key policy for student wellbeing and works closely with schools to ensure students access and participate in education. The Branch works closely with other government directorates, families and external agencies and providers.

The Engagement and Wellbeing Support Services Branch provides school psychology services, allied health service, and youth and social worker services to support schools in addressing barriers to student engagement and learning. The Branch is also responsible for delivery of key government commitments and provides policy and service design across a range of topics.

POSITION OVERVIEW

Engagement & Wellbeing Support Services Branch is seeking a high performing allied health professional to provide operational team leadership to an interprofessional team who work with schools, students and families to support all students access and participate in education.

The successful applicant will lead and manage an interprofessional team of allied health professionals including occupational therapists, physiotherapists, social workers, speech language pathologists and allied health assistants who support all ACT public schools

Note: A merit pool will be established from this selection process and may be used to fill similar vacancies over the next 12 months.

DUTIES / RESPONSIBILITIES

In accordance with Directorate policies and dependent on the specific role:

- Lead and develop teams within the Allied Health Service (AHS) to support schools and students to access and participate successfully in education.
- Lead an allied health interprofessional team, to deliver a multi-tiered system of support in collaboration with schools.
- In consultation with profession specific allied health managers and the allied health professionals, manage prioritisation and allocation of school-based requests for support through interprofessional case discussion and effective team management
- Provide a key contact point for schools and ESO teams to support timely and coordinated Allied Health services across a regional area.
- Provide professional support and coaching with complex cases.
- Develop, design and deliver projects, processes and initiatives that ensure high quality delivery of the AHS
- Support the senior leadership of the Directorate and schools in strategic planning and service implementation through provision of an allied health professional lens
- Provide leadership in managing change in a fast-paced environment and contribute to a positive culture of continuous improvement
- Manage competing priorities and meet deadlines to ensure timely responses to schools, families and services.
- Respond to system requirements and other duties as directed.
- Contribute to productive relationships with internal and external stakeholders.
- Consistently model and demonstrate the principles of the ACTPS Respect, Equity and Diversity (RED) Framework 2010, ACTPS Code of Conduct 2012 (inc. Values and Signature Behaviours) and lead safe work practices that are in accordance with the Directorate's Cultural Integrity Continuum and Health, Safety and Wellbeing Safety Management System Framework.

Selection Criteria

1. Demonstrated experience and ability in the provision of leadership and management of an interprofessional allied health team, with the ability to ensure a cohesive and supportive team environment as well as high quality, efficient and effective interprofessional service delivery within an education context, including specialist schools.
2. Demonstrated high level clinical skills and experience involving leading referral, caseload management and care coordination processes as well as the ability to ensure the effective development, implementation, and evaluation of these processes to facilitate quality outcomes.
3. Demonstrated high level communication, liaison, and negotiation abilities to represent, problem solve and provide advice to internal and external stakeholders, on allied health related issues in the Education context.
4. Demonstrated ability to lead in a dynamic environment, with minimal direction, providing strategic and operational planning, collaboration and support that facilitates interprofessional practice and change
5. Demonstrated experience in coaching and managing/supporting staff which facilitates a positive team culture and continuous improvement Commitment to work within ACT Education Directorate and profession specific legislation, policies, and codes, such as the ACT Government Respect, Equity and Diversity Framework, and the Directorate's Work Health and Safety system.

MANDATORY REQUIREMENTS

1. Tertiary qualifications in an Allied Health Profession in particular Social Work, Occupational Therapy, Physiotherapy, Speech Language Pathology or Psychology
2. Current registration with the Australian Health Practitioner Regulation Agency (AHPRA) for registered professions or eligibility for professional membership with relevant professional organisation.
3. Current Working with Vulnerable People registration (WWVP) if not an AHPRA registered professional.
4. Current ACT driver's license
5. Minimum of five years' experience as an allied health professional desirable.