



ACT Government Gazette

Gazetted Notices for the week beginning 07 March 2019

VACANCIES

Canberra Institute of Technology

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

Industry Engagement and Strategic Relations

CIT Training Initiatives

Training Initiatives Trainee

Administrative Services Officer Class 1 \$47,088 - \$51,800, Canberra (PN: 39839, several)

Gazetted: 13 March 2019

Closing Date: 27 March 2019

Details: Applications are invited for several Training Initiatives Traineeship positions in a dynamic team with Canberra Institute of Technology (CIT) Training Initiatives Unit for immediate filling. The Training Initiatives Trainee will carry out administrative requirements of CIT systems and procedures within the Training Initiatives Unit to support the management of CIT's contestable funded programs. Applications are welcome from self-motivated candidates with a drive to achieve excellence in customer service. The positions require data entry into CIT and ACT Government systems. Other duties include liaising and communicating effectively with CIT staff, students, employers and members of the public. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Note: These are temporary positions available for a period of up to 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.

How to Apply: Applicants are to provide resume, complete Application Coversheet and address the Selection Criteria and send applications to jobs@act.gov.au

Contact Officer: Bettina Frey (02) 6207 4202 bettina.frey@cit.edu.au

Chief Minister, Treasury and Economic Development

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

Shared Services

Strategic Finance

Internal Assurance

Auditor Internal Assurance

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 23731)

Gazetted: 13 March 2019

Closing Date: 28 March 2019

Details: Do you want to make a difference to the ACT Community? Do you want to be part of an innovative business and friendly environment/culture that support staff, lifestyle balance and career progression? Then the Shared Services Strategic Finance team is looking for you! Shared Services' vision is to provide efficient, effective services based on accountability and best practice. As the Internal Assurance Auditor you will be responsible for performing individual internal assurance audit projects, as part of the total internal assurance program under

limited direction. Prepare field testing working papers, data analytics, analysis of findings and investigating the findings and making recommendations. Work performed will include coverage of functional and operating business areas activities focusing on financial and operational processes, recommending amendments to current policies and procedures following the assurance audits. The program helps improve the governance, risk management, internal control and compliance of Shared Services operations. We want an innovative, forward thinking professional who does not mind digging into data and searching for potential loopholes and vulnerabilities. Your enthusiasm, great analytical skills, well developed communication attributes and forensic potential as well as your ability to manage and prioritise workloads will ensure your suitability for the role. Eligibility/Other Requirements: Relevant audit experience and Tertiary qualification in Accounting, Finance or Audit is essential. Membership and professional accreditation or progress thereto of a peak Australian accounting body such as Certified Public Accountant (CPA) or Chartered Accountant (CA).

Note: This is a temporary position available from 08 April 2019 until 08 October 2019 with the possibility of extension and or 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.

How to Apply: Please submit your Current Resume, setting out relevant personal particulars, employment history, qualifications and experience (no more than four – six pages). Include Application Coversheet and a two-page Expression of Interest describing your relevant skills and experience and suitability for the position of Internal Assurance Auditor. Applicants should take into account the stated position requirements/duties, technical knowledge and behavioural capabilities as described in the Position Description to tell us how your skills, knowledge and experience makes you the best person for the job. You should include specific relevant examples of your work, where possible.

Contact Officer: Winnie Chang (02) 6205 2501 winnie.chang@act.gov.au

Corporate

Corporate Management

Governance

Governance Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 18573)

Gazetted: 13 March 2019

Closing Date: 20 March 2019

Details: We are looking for a highly motivated Governance Officer to join the Governance Team. The successful applicant will work in a diverse role that is responsible for managing and coordinating the Directorates risk management and business continuity activities, in addition to providing support to the Agency Security Advisor (ASA). The portfolio of activities undertaken in this role includes: Risk Management and business continuity; the Governance Officer will coordinate the review of the Directorates strategic risk registers; and coordinate the review and testing of the Directorate's business continuity plans in collaboration with external partners.

Governance Policy: The risk and business continuity portfolio includes management of the Directorates Risk Based Policies such as the Chief Minister, Treasury and Economic Development (CMTEDD) Risk Management Framework and Policy Statement; the CMTEDD Risk Management Plan and the CMTEDD Business Continuity and Disaster Recovery Framework. Security: The successful applicant will support the Agency Security Executive/Agency Security Adviser with the implementation of the Protective Security Policy Framework and other security related matters. This may include: preparing security travel advice and advice on the use of ICT devices; coordinating requests for access to CCTV footage; maintaining data and progress against recommendations from physical or other security reviews. The position is required to network and collaborate with staff at all levels across the directorate in order to deliver key outputs. 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: Formal qualifications in Auditing, Risk Management, Business Continuity, Security or any other related field would be well regarded.

Note: This is a temporary position available asap until 30 June 2019. Selection may be based on application and referee reports only. This position is available to ACT Public Service employees only.

How to Apply: Please submit a two-page expression of interest outlining your experience and what you can bring to the role along with a copy of your current resume.

Applications should be sent to the Contact Officer.

Contact Officer: Angela Friend (02) 6207 8494 angela.friend@act.gov.au

Economic and Financial Group

Financial Framework Management and Insurance

Policy Officer, Insurance - CTP Reform

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 55129)

Gazetted: 13 March 2019

Closing Date: 27 March 2019

Details: Financial Framework Management and Insurance is seeking an enthusiastic Policy Officer to join our project team. The successful applicant will play a key role in the development and implementation of the Territory's new Motor Accident Injuries Scheme. This is an exciting opportunity to play an important role in a significant community reform project. For information on this project, please visit www.yoursay.act.gov.au/ctp. This policy officer position will be involved on the ground floor in the implementation of the scheme. This follows on from the pilot deliberative democracy process to improve the ACT's CTP scheme and Legislative Assembly committee processes. You will contribute to the development of guidance for the general public and insurers, and develop new policies for the regulation of the scheme. No insurance experience is required. If you are an enthusiastic officer willing to learn and have developed policy, written and oral communication skills then we encourage you to apply.

Note: This is a temporary position available until 20 December 2019. Selection may be based on application and referee reports only.

How to Apply: Interested applicants should provide a pitch outlining experience and/or ability in response to the Selection Criteria, a current resume and at least two referees. Please submit a current Curriculum Vitae, a two page pitch on why you think you are the best person for the job and the details of two referees. Your pitch should specifically address the selection criteria within the position description and demonstrate your capacity to perform the duties and responsibilities at the specified classification. The pitch should include examples of work you have undertaken that demonstrate your ability to undertake this role. Applications to be sent to Jobs@act.gov.au

Contact Officer: Nicola Clark (02) 6207 1189 nicola.clark@act.gov.au

Economic Development

Events ACT

Event Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 55367, several)

Gazetted: 12 March 2019

Closing Date: 27 March 2019

Details: Events ACT is looking for two applicants to fill the role of an Event. The successful candidates will be working in a fast-paced environment, responsible for the delivery of major events including Floriade and the Enlighten Festival as well as many much loved cultural events such as the Canberra Nara Festival, Reconciliation Day, the Canberra Balloon Spectacular, New Year's Eve and Australia Day to name a few. There is never a dull moment at Events ACT as we strive to showcase the best of Canberra through our events. The successful candidates will be undertaking event and project coordination activities associated with supporting the planning, management and delivery of community and major events in the ACT. You will need to be highly motivated, reliable, willing and committed to contributing to a high performing team. Your ability to demonstrate administrative and organisational skills and adapting to changing priorities is key in this role. With a positive disposition and generating solution focused outcomes under pressure, you will have proven high-level interpersonal and customer service skills. 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 two candidates to start as soon as possible for up to six months with the possibility of extension and/or permanency. A pool of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/designated workstation/desk.

How to Apply: Applications should include an Application Coversheet, a current resume, a response to the Selection Criteria outlined in the Position Description, and the name and contact details of two referees.

Contact Officer: Ross Triffitt (02) 6207 1383 ross.triffitt@act.gov.au

Shared Services

Finance and Payroll

Debt Management

Debt Management Team Leader

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 41096)

Gazetted: 07 March 2019

Closing Date: 14 March 2019

Details: This position of Debt Management Team Leader is to provide overall responsibility for the management of debt collection services, including analytical review and reporting of debt levels for the Territory. The position will develop and implement strategies and practices to ensure that debt reduction targets are achieved and maintained in accordance with predetermined key performance indicators. This position provides supervision and management to the Debt Management Officers to ensure effective collection practices and processes are adhered to, and promoting an effective team environment. 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: Previous supervisory experience in a Debt Management/Collection Officer/Recovery Role highly regarded.

How to Apply: Candidates are requested to review the duties outlined in the Position Description and submit an Expression of Interest (one page maximum), highlighting their skills in the areas of supervising a team in debt recovery functions along with a Curriculum Vitae to the jobs@act.gov.au

Contact Officer: Robert Miller (02) 6207 8119 robert.miller@act.gov.au

Revenue Management

Compliance

Compliance Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 34959, several)

Gazetted: 07 March 2019

Closing Date: 21 March 2019

Details: The ACT Revenue Office is seeking compliance officers to help implement the office's transition to a modern and data driven organisation. The role would suit an intelligent and innovative person committed to raising the funds necessary to support the provision of high quality services to all Canberrans. The ideal candidates will be able to work as part of a team to investigate instances of non-compliance with the ACT's tax laws and help promote voluntary compliance.

Note: Selection may be based on application and referee reports only. An order of merit will be established for filling future identical vacancies within the next 12 months from this process.

How to Apply: Applicants are asked to send a copy of their Curriculum Vitae, Application Coversheet and a written response of no more than two pages addressing the Selection Criteria to jobs@act.gov.au.

Contact Officer: David Ellis (02) 6205 4811 david.ellis@act.gov.au

Shared Services

Shared Services ICT

Strategic Business

Portfolio Program and Project Specialist

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 40766)

Gazetted: 13 March 2019

Closing Date: 28 March 2019

Details: The Portfolio Program and Project specialist is part of a multi-disciplinary team within Strategic Business, Portfolio Governance. The team's priority is to ensure business change is successful by providing governance, quality assurance and portfolio reporting services. This role will be required to maintain existing governance and quality assurance capability guidelines and processes. Our service is extended to internal business and ICT stakeholders via advice and assistance, as well as management of new and existing activities across Government. To be successful in this position, you will have a proven record in exercising both initiative and judgement in the interpretation of Portfolio Program and Project management practices and procedures; provide detailed technical, professional and governance advice in relation to complex problems. 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.

How to Apply: Please review the attached Position Description and submit an application by emailing the following documents to jobs@act.gov.au: A completed Application Coversheet, your current Resume, a two-page written response to support your application. Please provide evidence of your suitability for the role by including examples that clearly demonstrate your relevant skills, knowledge and behavioural capabilities.

Contact Officer: Ula Martin (02) 6205 6536 ula.martin@act.gov.au

Procurement ACT

Goods and Services Procurement

Measurement, Analysis and Reporting Section

Business Systems Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 11176)

Gazetted: 13 March 2019

Closing Date: 27 March 2019

Details: Procurement ACT is looking for a Senior Officer Grade C to join its business support function, primarily to manage the Divisions systems and reporting functions, and also to drive implementation of the "Procurement Digital Strategy". Key to being successful in this role is being able to understand clearly how the diverse functions intersect to support our core business and deliver procurement reform, and manage disparate functions through having a single, common goal. It is anticipated that harmonisation of the business support functions across Procurement ACT will occur early in the tenure of the position. Supporting an effective integration and transition will be an important part of the role. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply
Eligibility/Other Requirements: Relevant tertiary qualifications would be an advantage.

Note: For further information about the position, please contact the Contact Officer.

How to Apply: To complete your application, you must prepare responses to the Selection Criteria and upload this as part of your application along with a current Curriculum Vitae. Please send your application to jobs@act.gov.au.

Contact Officer: Dave Purser (02) 6205 8013 dave.purser@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

Business and Capital

Director, Policy and Business Transformation

Executive Level 1.4 \$237,513 - \$247,667 depending on current superannuation arrangements, Canberra (PN: E819)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

An exciting opportunity exists for an experienced Executive to lead the functions in accordance with the priorities of the ACT Government and the ACT Public Service values and behaviours with Housing ACT.

Housing ACT is committed to excellence and the highest ethical standards in dealing with clients and other stakeholders. The principles most highly valued by the organisation are problem solving, empathy, teamwork, professionalism and leadership. Housing ACT provides public housing and rental assistance to clients and aims to be an innovative and effective social housing provider, responsive to the needs of its clients.

The Policy and Business Transformation Branch is responsible for housing and homelessness policy at the national, jurisdictional and operational level. The Branch is also responsible for Housing ACT's quality and risk function (including for Housing ACT's Total Facilities Manager contract) complaints, ICT and business systems and overseeing complaints management. Key priorities for the Director during this period are progressing the development of the ACT Housing Strategy (in relation to reducing homelessness and strengthening social housing assistance), the long-term asset management plan including related financial modelling and social landlord framework, and Housing ACT's business transformation program including the development of a suit of customer-centric policies, practices and digital solutions.

To be successful in this role, you will have a proven record, as well as demonstrable skills, in management, community sector reform and development, business and project planning and management and effective leadership.

* Remuneration: From 1 July 2019, the remuneration package will increase, ranging from \$250,050 to \$260,803 depending on current superannuation arrangements of the successful applicant, which includes a cash component of \$195,520 (see Remuneration Tribunal Determination 2 of 2019).

Contract: The successful applicant will be engaged under a performance based contract for a period from April 2019 to December 2021. Prospective applicants should be aware that details of long-term engagements are tabled in the ACT Legislative Assembly.

Contact Officer: Further information about the position is available from contact officer, Louise Gilding (02) 6207 1514 louise.gilding@act.gov.au

Housing ACT

Executive and Government Coordination

Administration Assistant

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 11641)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: The Executive Support Unit of Housing ACT is looking for a high performing person who shows initiative and can work in a dynamic and high pressure environment to permanently fill the role of Administration Assistant. If you like interesting and fulfilling work, can juggle lots of competing priorities and have a great understanding of ministerial briefings and correspondence (including being an ace at using TRIM), then this is a great opportunity to use your skills in a role where no two days are the same. Supporting the Senior Manager and Manager of the Executive Support Unit, the Administration Assistant works with the Office Manager to provide highly professional and efficient administrative support, including the management of workflows, for up to four Senior Executives. The Administration Assistant requires excellent interpersonal skills and have the ability to manage sensitive and confidential issues and a demonstrated ability to liaise with people from Government and non-Government sectors. This role is a key part of a passionate and proactive team who enjoy being challenged in their day to day work, achieving great outcomes and working together to best support the Minister's office, Executive and other business units of Housing ACT. If this sounds like an opportunity you would be interested in, we would love to hear from you.

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

How to Apply: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Contact Officer: Eileen McEntee (02) 6207 1538 eileen.mcentee@act.gov.au

Director of Public Prosecutions

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

Paralegal Grade 3

Paralegal Grade 3 \$68,699 - \$72,175, Canberra (PN: 04232, several)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: The successful applicants will be required to provide assistance, in the preparation of matters for prosecution in the Magistrates and Supreme Courts. Assist in and Undertaking research and analysis, and maybe required to attend Court. Duties include preparation of court documents, accessing and understanding legislation and applying to matters in Court. Identify issues, provide administration support, work to strict deadlines and have demonstrated attention to detail. The Office of the Director of Public Prosecutions 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: Minimum Mandatory qualification Certificate IV in Legal Services or enrolled in a Law Degree. The successful candidate will be required to undergo a criminal record check.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months

How to Apply: All applications should include the Application Coversheet, resume and a document addressing the Selection Criteria.

Contact Officer: Joanne Smith (02) 6207 5399 joanne.smith@act.gov.au

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

Paralegal Grade 2

Paralegal Grade 2 \$61,541 - \$66,656, Canberra (PN: 43751, several)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: The successful applicants will be responsible for providing support services to the legal staff in the preparation of matters for prosecution in the Magistrates and Supreme Courts. Duties include administration support, adhering to deadlines and being able to prioritise workloads at short notice. The successful applicants will require the ability to be able to adapt to new roles within the paralegal team with demonstrated attention to detail. The Office of the Director of Public Prosecutions 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: Minimum mandatory qualification Certificate IV in Legal Services or enrolled in a Law Degree. The successful candidate will be required to undergo a criminal record check.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months

How to Apply: All applications should include the Application Coversheet, resume and a document addressing the Selection Criteria.

Contact Officer: Joanne Smith (02) 6207 5399 joanne.smith@act.gov.au

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

Education

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

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

School Performance and Improvement

Belconnen

Cranleigh School

Special School Educator

Classroom Teacher \$68,022 - \$101,821, Canberra (PN: 02867)

Gazetted: 07 March 2019

Closing Date: 14 March 2019

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

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

Note: This is a temporary position available asap until the 26 January 2020 with possibility of permanency.

Applicants are encouraged to visit the schools website for detailed information and make contact with the Contact Officer directly.

How to Apply: Please submit your statement of claims based on the Australian Professional Standards with reference to the Position Description, a Curriculum Vitae and two current referees. Completed applications to be emailed to jobs@act.gov.au.

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

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

School Performance and Improvement

Tuggeranong School Network

Calwell High School

Classroom Teacher Visual Arts

Classroom Teacher \$68,022 - \$101,821, Canberra (PN: 06610)

Gazetted: 07 March 2019

Closing Date: 21 March 2019

Details: Calwell High School is a coeducational school in South Canberra, we deliver a rich curriculum to students in years 7-10. Applications are invited from dynamic, motivated and suitably qualified classroom teachers who are keen to promote learning in the Visual Arts area in a secondary setting. Applicants need to have a strong knowledge of the Visual Arts curriculum, a proven track record in cultivating students' love of Visual Arts and demonstrated ability to integrate a range of explicit and effective teaching strategies into the classroom. You will work with a dynamic teaching team and the ability to form strong positive relationships with students, parents and the wider community will be required. This is a permanent position.

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

How to Apply: Please provide resume, Application Coversheet and a statement of claims, based on the AITSL Professional Standards for Teachers, to jobs@act.gov.au

Contact Officer: Alexandra Whitroww (02) 6142 1943 alexandra.whitrow@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

School Performance and Improvement

Belconnen Network

UC Senior Secondary College, Lake Ginninderra

Teacher of Business and Associate Subjects

Classroom Teacher \$68,022 - \$101,821, Canberra (PN: 16846)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: This is a full time permanent position for a teacher of the BSSS Business course with other senior secondary courses. The ability to teach other subject areas relevant to school needs such as English, Legal Studies, Economics, Accounting, Global Studies, Geography is required.

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

How to Apply: All applicants are to provide a Curriculum Vitae, Application Coversheet and response to the Australian Professional Standards for Teachers provided in the application package with reference to the job description to jobs@act.gov.au by the due date.

Contact Officer: Daniel Gordon (02) 6142 0222 daniel.gordon@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

School Performance and Improvement

Belconnen Network

UC Senior Secondary College, Lake Ginninderra

Teacher of English and Other Areas

Classroom Teacher \$68,022 - \$101,821, Canberra (PN: 16286)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: This is a full-time permanent vacancy for a teacher of BSSS English courses including Literature and Contemporary English and other senior secondary teaching areas relevant to school needs such as Legal Studies, Sociology, ESL, History, Global Studies, Geography is important.

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

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

How to Apply: All applicants are to provide a Curriculum Vitae, Application Coversheet and response to the Australian Professional Standards for Teachers provided in the application package with reference to the job description to jobs@act.gov.au by the due date.

Contact Officer: Jenny Hanson (02) 6142 0222 jenny.hanson@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

System Policy and Reform

Early Childhood Policy and Regulation

Early Childhood Education and Care Workforce Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 42906)

Gazetted: 07 March 2019

Closing Date: 22 March 2019

Details: The Early Childhood Policy team is seeking an innovative, motivated and high performing individual to join the design, development and implementation of an Early Childhood Strategy for the ACT. As the Early Childhood Education and Care Workforce Officer you will lead the development of the workforce component of the Strategy, and develop a suite of work focusing on the ACT's early childhood education and care workforce that builds the skills and capabilities of early childhood educators in the Territory. To be successful in this role you must be effective at building strong relationships with stakeholders and have experience in consulting on, developing and implementing workforce strategies and workforce plans. You will have strong strategic thinking skills, the ability to analyse and interpret data, and a good understanding of the issues faced by organisations when developing workforce strategies and plans. You can advise accordingly on innovative and strategic practices to achieve desired outcomes.

Eligibility/Other Requirements: Experience in working with the education and care workforce, including preschool teachers, and an understanding of the *Education and Care Services National Law (ACT) Act 2011* is highly desirable but not required.

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

How to Apply: Applications should include a statement of claims against the Selection Criteria to a maximum of 400 words per criteria, a current resume, and the name and contact details of two referees with a thorough knowledge of your work performance and outlook. Applications should be sent to jobs@act.gov.au

Contact Officer: Sybilla Meeth (02) 6205 3619 sybilla.meeth@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

Environment

Conservation Policy

Natural Resource Management

Program Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 42862)

Gazetted: 13 March 2019

Closing Date: 28 March 2019

Details: ACT Natural Resource Management (NRM) Section is seeking a highly motivated team player to help delivery programs that involve significant community and industry engagement. The Section has a focus on achieving landscape scale natural resource management outcomes across public and private land. A core focus of the Section is to administer the delivery of on-ground projects in partnership with other organisations, rural landholders and Aboriginal community to achieve landscape restoration, sustainable agriculture, threatened species management and Aboriginal NRM.

Note: This role is a temporary part-time position available for up to three days a week for a three year appointment dependent on Australian Government funding. Additional days may be offered at times depending on work demands and funding availability. 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: Please email to jobs@act.gov.au: an Application Coversheet, a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Sally McIntosh (02) 6205 2913 sally.mcIntosh@act.gov.au

Environment

Nature Conservation Policy

Natural Environment

Policy Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 36228)

Gazetted: 12 March 2019

Closing Date: 26 March 2019

Details: We are seeking enthusiastic team member with policy experience to assist the Natural Environment team on a range of policy projects including the development of plans and strategies, writing legislative instruments and undertaking reviews of policy and legislation.

Eligibility/Other Requirements: Qualifications in environmental policy, environmental science, natural resource management, public policy or related disciplines and demonstrated experience in policy would be an advantage.

Note: This is a Permanent position and part-time work may be considered. 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: Please email to jobs@act.gov.au: an Application Coversheet, a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Kathryn Tracy (02) 6207 5717 kathryn.tracy@act.gov.au

Business, Governance and Capability

Governance, Compliance and Legal

Legal Services

Policy and Project Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 03083)

Gazetted: 07 March 2019

Closing Date: 21 March 2019

Details: Applicants are sought to fill the role of Policy and Project Officer within the Legal Services Section. The successful applicant will have the opportunity to work on a range of exciting projects including developing tools and systems to support the delivery of the directorate's legal services and integrity functions. If you have a passion

for developing systems to support the delivery of services and a keen eye for detail, you may be very interested in this opportunity.

Eligibility/Other Requirements: Relevant qualifications, such as Law or Investigations, would be highly regarded.

Note: This is a temporary position available asap until April 2020 with possibility of permanency. 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. Selection may be based on application and referee report only.

How to Apply: A written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Clinton Dengate (02) 6205 5001 clinton.dengate@act.gov.au

Business, Governance and Capability

Governance, Compliance and Legal

Legal Services

Senior Legal Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 42962)

Gazetted: 13 March 2019

Closing Date: 27 March 2019

Details: Applicants are sought to fill the role of Senior Legal Policy Officer within the Legal Services Section. The successful applicant will have the opportunity to work on a range of exciting projects supporting the directorate's legal services and integrity functions, including managing assessments and investigations in response to complaints made under the *Public Interest Disclosures Act 2012*, and assisting with the preparation of legislation and other key law reform projects. If you are well organised, have a keen eye for detail and able to develop solutions to complex issues, we'd love you to apply.

Eligibility/Other Requirements: A Bachelor of Laws or equivalent tertiary qualification.

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

How to Apply: Applicants are asked to supply an Application Coversheet, a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Clinton Dengate (02) 6205 5001 clinton.dengate@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

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

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

Clinical Services

Surgery & Oral Health

Medical Staff

Anaesthesia

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: 42984, several)

Gazetted: 14 March 2019

Closing Date:

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

nursing outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. The Department of Anaesthesia and Pain Management consists of 34 full and part time Staff Consultants and 31 Visiting Medical Officers. The Department provides a comprehensive range of clinical anaesthesia services for all surgical specialities including cardiothoracic, neurosurgery and paediatric surgery along with an active preadmission clinic, a post-anaesthesia care unit and an acute and chronic pain management service. The Department has a strong commitment to excellence, quality and safety in clinical care. The Department of Anaesthesia and Pain Management has a strong focus on education and offers a comprehensive rotational training scheme in anaesthesia and pain management. The Canberra Region Rotation Registrar Training Program is accredited for approximately 32 training positions made up of Senior Registrars/Provisional Fellows and Registrars. Applications are sought for cross territory appointments at both Canberra Hospital and Calvary Public Hospital Bruce. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Over 32,000 procedures (elective and emergency) are being completed each year across both public hospitals. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$308,646 - \$397,100 (\$308,646 - \$367,616 Specialist 1-5 only) inclusive of salary, applicable allowances and 10.5% super. Group Attraction and Retention Incentive: \$50,000 Please note: The ARIn will be reviewed every 12 months where the ARIn may be terminated or adjusted under the terms of the ARIn policy. To continue payment the ARIn must continue to meet the eligibility criteria as outlined in the ARIn framework. The maximum combined salary and ARIn amount for this position is \$397,616 Eligibility/Other Requirements: o Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. o Fellowship of the Royal Australian and New Zealand College of Anaesthesia or equivalent specialist qualifications. o Be registered under the Working for Vulnerable People Act. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. o Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases. Contact Officer: Jeremy Crane (02) 5124 3245 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Justice and Community Safety

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

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

ACT Corrective Services

Community Corrections and Release Planning

Sentence Management

Sentence Management Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 14700, several)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

Details: A challenging and genuinely rewarding career opportunity has emerged within ACT Corrective Services (ACTCS) for a highly motivated, values-driven professional to 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 facilitate offender programs

to maximise rehabilitative opportunities so that the likelihood of reoffending is reduced, promote and apply the principles of contemporary best practices in relation to offender management. 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. Eligible candidates will be required to undergo a criminal history check. A Certificate IV in Correctional Practice or the ability to achieve this qualification within 12 months of commencing employment. A current driver's licence, and a willingness/ability to drive within ACT, is essential. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

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

How to Apply: Applicants are required to submit five items: 1) ACT Government Application Coversheet; 2) statement of claims against specified Selection Criteria; 3) a current resume; 4) the names and contact details of two referees (one should be a current Supervisor/Manager); and 5) a copy of your current driver's licence. Please ensure you submit all five items to jobs@act.gov.au

Contact Officer: Sally Fitzmaurice (02) 6205 4890 sally.fitzmaurice@act.gov.au

Emergency Services Agency

ACT Fire and Rescue

Community Fire Unit Membership Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 42561)

Gazetted: 13 March 2019

Closing Date: 27 March 2019

Details: Applications are sought from community minded, highly motivated and organised people, to provide administrative support to the ACT Fire and Rescue's (ACTF&R's) Community Fire Unit (CFU) Coordinator and other members of the ACTF&R Training and Development team. This position will provide a range of services to the volunteer workforce that make up the ACTF&R CFUs across the Territory including participating in community engagement activities, assist the Coordinator with the management of CFU member welfare, learning and development. A large part of the role is engagement with volunteers and other staff both internal and external to ACTF&R and the use of ACTF&R Community Fire Unit (CFU) information systems. The successful applicant will be energetic and enthusiastic and will provide accurate, timely, high quality, customer focused, and membership services in a small but very busy and dedicated team environment. The role requires a person who can work both independently and provide a continuous contribution to the unit and its members. You should be familiar with the unique needs of working with a volunteer workforce as well as a commitment to high quality customer service, excellent record keeping skills, sound attention to detail, excellent written and oral communication skills. ACTF&R supports workforce diversity and is committed to creating an inclusive workplace for all staff. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: A valid drivers licence is essential. Applicants will be asked to complete a Police check. 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. 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 asked to submit a written response of no more than two pages (Arial font 11pt), which demonstrates suitability against the listed selection criteria, together with a copy of your current Curriculum

Vitae (CV) and the contact details for two referees. Applicants will need to provide their written response to the criteria, your CV and Application Coversheet to jobs@act.gov.au.

Contact Officer: Tony Wiggan (02) 6207 8550 tony.wiggan@act.gov.au

Corrective Services

Custodial Operations

AMC Executive Support Division

Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 38287)

Gazetted: 07 March 2019

Closing Date: 21 March 2019

Details: ACT Corrective Services (ACTCS) is seeking a motivated and conscientious person to fill the position of Administration Officer (ASO4) in the Alexander Maconochie Centre (AMC) Executive Support Team. The successful applicant will be responsible for providing office management and administrative support to meet the needs of the AMC and the Court Transport Unit (CTU). You will also assist the Executive Officer with meeting organisation and secretariat responsibilities, including preparation of agendas, taking and transcribing minutes. In addition, you will be responsible for preparing a range of correspondence including letters, briefings and written reports and undertake a range of more complex tasks including minor procedure reviews and analytical reporting. Further to this, you will be required to create and maintain registers in relation to the daily operations of the prison and prepare related reports and documentation including incident reporting, visits and monthly reporting. To be successful, you will have the ability to think and act in a busy environment, possess excellent customer service and communication skills and a demonstrated ability to manage personal work priorities. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: The successful candidate may be required to undergo a pre-employment Police check. Prior to commencing in this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804. Current driver's licence.

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

How to Apply: To apply, applicants are required to submit five items: 1) ACT Government Application Cover Sheet; 2) statement of claims against specified selection criteria; 3) a current resume; 4) the names and contact details of two referees (one should be a current Supervisor/Manager); and 5) a copy of your current driver's licence. Please ensure you submit all five items

Contact Officer: Tim Rust (02) 6205 3932 tim.rust@act.gov.au

Office of the Legislative Assembly

Parliamentary Support

Assembly Library

Assembly Librarian

Senior Professional Officer C \$104,630 - \$112,626, Canberra (PN: 270)

Gazetted: 08 March 2019

Closing Date: 22 March 2019

A rare and exciting opportunity has arisen within our Assembly Library. About the Office of the Legislative Assembly Headed by the Clerk of the Legislative Assembly, the Office of the Legislative Assembly provides procedural and administrative advice and support to the Legislative Assembly and its committees. The Office is a statutory body independent of the Executive but operates within the ACT public sector. Office staff are employed under the Public Sector Management Act 1994. Assembly Library The Library provides services to two major client groups. Its primary client's include the 25 Members of the Legislative Assembly, their staff and committee staff.

The Library's secondary client group includes ACT directorates and members of the ACT public sector. About the Role Reporting to the Deputy Clerk and Serjeant-at-Arms, the Assembly Librarian is responsible for coordinating the development of Library strategic and operational plans and reports; overseeing the implementation of Library strategy and new initiatives; leading the development of key metrics aligned to the Office's objectives; and instigating the review and implementation of Library policies and practices to meet legislative and organisational needs. The Assembly Librarian is also responsible for motivating and mentoring a small team, aligning complementary skills and allocating resources in a manner that delivers results. Skills and Experience To be considered for this exciting opportunity, you will have an understanding of the role of parliamentary libraries, highly developed people, financial management and interpersonal skills, experience in engaging and leading teams during times of change, strong strategic planning abilities and knowledge of emergent technologies within the library environment.

Eligibility/Other Requirements: Eligibility for professional membership of the Australian Library and Information Association (ALIA) and/or a recognised tertiary qualification in library and information studies.

Note: Please submit a written response of up to two pages addressing the Selection Criteria, a current Curriculum Vitae and the Application Coversheet.

Contact Officer: Julia Agostino, Deputy Clerk and Serjeant-at-Arms (02) 6205 0171

julia.agostino@parliament.act.gov.au

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

Transport Canberra and City Services

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

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

City Services

Domestic Animal Services

Operations Manager

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 35859)

Gazetted: 12 March 2019

Closing Date: 26 March 2019

Details: Domestic Animal Services (DAS) is seeking applications from highly motivated and committed people to fill the role of Operations Manager. The Operations Manager will be based at the Mugga Lane Animal Shelter in Symonston and will be responsible for the day to day operations and maintenance of the DAS facility. This will involve managing a team of people responsible for ensuring the health and welfare of all animals within the facility is maintained, as well as regulatory and compliance matters under the *Domestic Animals Act 2000* and *Animal Welfare Act 1992*. The Operations Manager will report to and support the Assistant Director, Domestic Animal Services.

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

Note: This is a temporary position available asap for up to 12 months with the possibility of extension and/or permanency. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants are asked to supply an Application Coversheet, a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details must be submitted to jobs@act.gov.au

Contact Officer: Eva Cawthorne (02) 6207 5181 eva.cawthorne@act.gov.au

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

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

Health Services Directorate

CHS Deputy Director General Clinical Services

CHS Clinical and Diagnostic Services

Medical Imaging Interventional Fellow

Senior Registrar \$138,667, Canberra (PN: TBA)

Gazetted: 14 March 2019

Closing Date:

The Medical Imaging Department at the Canberra Hospital is a fully integrated facility including two 1.5T MRI Units, CT, 4Ultrasound rooms, Nuclear Medicine unit with 4Gamma Cameras and Interventional Radiology with two angio suites, Breast Service and PET/CT with complex and interesting workload. Appointment is available for an Interventional Fellow with Medical Imaging at the Canberra Hospital. Applications should be from suitably qualified medical graduates eligible for General registration with the Medical Board of Australia and FRANZCR or equivalent.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes Proven log-book ability to perform Tier A interventional procedures is mandatory Proven logbook experience of a range of Tier B interventional procedures is highly desirable. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Contact Officer: Dr Shivendra Laloo 02 5124 0000 Shivendra.Laloo@act.gov.au Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment>

Clinical Services

Surgery & Oral Health

Medical Staff

Anaesthesia

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: 42984, several)

Gazetted: 14 March 2019

Closing Date:

Overview of the work area and position: The Division of Surgery and Oral Health is responsible for delivering inpatient and outpatients surgical services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Ophthalmology, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions / Extended Day Surgery Unit, specialist surgical ward areas, medical and nursing outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. The Department of Anaesthesia and Pain Management consists of 34 full and part time Staff Consultants and 31 Visiting Medical Officers. The Department provides a comprehensive range of clinical anaesthesia services for all surgical specialities including cardiothoracic, neurosurgery and paediatric surgery along with an active preadmission clinic, a post-anaesthesia care unit and an acute and chronic pain management service. The Department has a strong commitment to excellence, quality and safety in clinical care. The Department of Anaesthesia and Pain Management has a strong focus on education and offers a comprehensive rotational training scheme in anaesthesia and pain management. The Canberra Region Rotation Registrar Training Program is accredited for approximately 32 training positions made up of Senior Registrars/Provisional Fellows and Registrars. Applications are sought for cross territory appointments at both Canberra Hospital and Calvary Public Hospital Bruce. The key strategic priority for acute services is to deliver timely access to effective and safe

hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Over 32,000 procedures (elective and emergency) are being completed each year across both public hospitals. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$308,646 - \$397,100 (\$308,646 - \$367,616 Specialist 1-5 only) inclusive of salary, applicable allowances and 10.5% super. Group Attraction and Retention Incentive: \$50,000 Please note: The ARIn will be reviewed every 12 months where the ARIn may be terminated or adjusted under the terms of the ARIn policy. To continue payment the ARIn must continue to meet the eligibility criteria as outlined in the ARIn framework. The maximum combined salary and ARIn amount for this position is \$397,616 Eligibility/Other Requirements: o Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. o Fellowship of the Royal Australian and New Zealand College of Anaesthesia or equivalent specialist qualifications. o Be registered under the Working for Vulnerable People Act. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. o Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases. Contact Officer: Jeremy Crane (02) 5124 3245 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Health Services Directorate

CHS Deputy Director General Clinical Services

CHS Mental Health, Justice Health and Alcohol and Drug Services

Unaccredited SRMO 1-3/Registrar 1-4, Mental Health

SRMO/Registrar 87,410-123,327, Canberra (PN: TBA)

Gazetted: 14 March 2019

Closing Date:

Overview of the work area and position: 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. You will work in a series of RANZCP accredited psychiatry training posts under supervision of an accredited RANZCP supervisor including inpatient, hospital, addiction, community and forensic settings and with a wide range of clients including children and adolescents, adults and older people.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Complete the ACT Health mandatory screening for employees requiring category A screening with exposure prone procedures. Contact Officer: Dr Diana Tracy 02 5124 8334 Diana.Tracy@act.gov.au Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment>

Clinical Services

Cancer, Ambulatory and Community Health Support

Cancer Nursing

Nurse Practitioner, Cancer Rapid Assessment Unit

Registered Nurse Level 4.2 \$122,486, Canberra (PN: 41367, several)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

Canberra Health Services is committed to the delivery of person and family centred, safe and high-quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the

delivery of ACT Health's Quality Strategy and government priorities and aligning them with CHS's Territory Wide Services Framework.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health services are provided within the Territory's detention facilities.

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 division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health centres across CHS.

The Rapid Assessment Unit provides a dedicated point of access for cancer patients who have urgent care needs related to their cancer diagnosis or the treatment they are receiving, as an alternative to attending the emergency department.

The unit is staffed by Nurse Practitioners and Registered Nurses who work in collaboration with the patient's treating team. The Rapid Assessment Nurse Practitioner (NP) will work primarily within the Rapid Assessment Unit with development opportunities within the Canberra Region Cancer Centre and inpatient wards.

The NP will receive professional development and formal clinical supervision from the Medical Officers and there are opportunities to participate in research, teaching and service development. The unit operates between 8am – 6pm Monday to Friday.

Eligibility/Other Requirements

Mandatory:

Applicants must hold or be eligible to hold registration with Australian Health Practitioner Regulation Agency (AHPRA) and have the notation of Nurse Practitioner attached to this registration.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Note: Part-time hours may be considered.

Contact Officer: Melissa O'Brien (02) 5124 8557 melissa.o'brien@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Justice Health Services

Clinical Nurse Consultant

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 19788)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

About us: 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 and alcohol and drug services.

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

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

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

Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DMHU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age. The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services.

The 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.

These positions will provide senior nursing leadership for the clinical and administrative operations across both the DMHU and the ECU. This includes the day-to-day management of nursing care and the allocation of human and material resources to ensure the provision of safe, efficient, cost effective, high quality health care services.

Eligibility/Other Requirements:

Mandatory:

- Be registered or be eligible for registration with the National Nursing and Midwifery Board through the Australian Health Practitioner Regulation Agency (AHPRA).
- Minimum five years' experience working in a Mental Health clinical role.
- Strong understanding of mental health services and demonstrated advanced clinical knowledge, skills and experience in the area of practice.
- Current driver's licence.

Desirable:

- Holds or is working towards post-graduate qualification in Mental Health Nursing.
- Experience working within a Forensic Mental Health setting is highly desirable.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment Police check
- Comply with CHS Occupational Assessment, Screening and Vaccination policy
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*

Contact Officer: Sonny Ward (02) 5124 1863 sonny.ward@act.gov.au

For further information, please visit www.health.act.gov.au (ref: 01IGQ)

Clinical Services

Rehabilitation, Aged and Community Care

University of Canberra Hospital, Stromlo Ward

Clinical Nurse Consultant/Manager Stromlo Ward

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 39799)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

About us: 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.

The key strategic priority for the Canberra Hospital acute services is to deliver timely access to effective and safe hospital care services. The Canberra Hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of Canberra Health Services include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities.

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 University of Canberra Hospital (UCH) is a 140 bed sub- acute rehabilitation hospital providing inpatient rehabilitation, aged care rehabilitation, mental health rehabilitation and outpatient and community based rehabilitation services. The Neurological ward (Stromlo) provides rehabilitation for patients with a range of conditions including Stroke, Motor Neurone Disease ,Multiple Sclerosis , Cerebral Palsy, Spina Bifida, Parkinson's Disease and brain injury. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within Canberra Health Services providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres and Village Creek Centre in Kambah. ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra commenced operations in July 2018. The new hospital, the University of Canberra Hospital (UCH) is part of the Canberra Health Services's planned network of health facilities designed to meet the needs of our ageing and growing population.

Eligibility/Other Requirements:

Mandatory:

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

Desirable:

Post Graduate studies in Health Management or related field and/or

Post Graduate studies in Nursing

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Clinical Services

Cancer, Ambulatory and Community Health Support

Supportive Care Manager, Cancer and Ambulatory Support

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 23729)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us: 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 and alcohol and drug services.

Overview of the work area and position: The Division of Cancer and Ambulatory Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The Division is also responsible for the support functions for organisational ambulatory care including the Central Intake team, central outpatients and transcription.

Cancer services are divided into five clinical streams: Medical Oncology, Radiation Oncology, Haematology, Immunology and Palliative Care.

The Supportive Care Manager is responsible for providing an effective, efficient and contemporary support service to people and their families undergoing cancer treatment and in their transition to survivorship. The team comprises highly skilled nurses, social workers and psychologists providing services to people in the hospital, as outpatients and in the community.

An exciting opportunity exists for a skilled and experienced Health Professional to lead a newly formed team to provide contemporary supportive care to cancer patients across Canberra Health Services. The team sees two previous teams of psycho-social professionals and expert nurse coordinators come together to provide integrated supportive care to our patients and their families. Canberra Health Services is entering an exciting time with significant development occurring across cancer services including a \$17M refurbishment of the inpatient spaces, creation of a Wellness Centre and Research Hub and replacement of two linear accelerators with state of the art technology.

Eligibility/Other Requirements: Mandatory:

Tertiary qualifications in relevant field

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

Desirable:

Relevant post-graduate qualifications

Experience working with people with cancer or other chronic conditions

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Note: This position is being advertised separately as a Health Professional Grade 4 (Req ID: 01IE8) and a Clinical Nurse Consultant Grade 3.2 (Req ID: 01IEA). There is one position available which will be filled at either the Health Professional Grade 4 or Clinical Nurse Consultant Grade 3.2 level, dependant on the skills and experience of the successful applicant.

Contact Officer: Melissa O'Brien (02) 5124 8557 melissa.obrien@act.gov.au

Clinical Services

Medicine

Cardiology

Cardiac Electrophysiology

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 38888)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us:

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 and alcohol and drug services.

Overview of the work area and position:

The Cardiac Catheter Laboratory is a clinical specialty area that undertakes a range of diagnostic and interventional cardiac procedures. Canberra Hospital has two laboratories equipped with a specialised team of Interventional Cardiologists, Registered Nurses and Cardiac Scientists to provide services which assist in the timely diagnosis and therapeutic intervention for patients with cardiac illness. The Cardiac Catheter Laboratory also includes a Day Procedure Unit. Normal operational service is Monday to Friday with a 24/7 Primary Percutaneous Coronary Intervention (PPCI) service for patients with ST Elevation Myocardial Infarction (STEMI).

Cardiac Electrophysiology (EP) clinical services will form an important part of the interventional cardiology service at Canberra Hospital. Electrophysiology procedures are performed by specialised Cardiac Electrophysiologists in patients with cardiac rhythm disturbances. These investigations are used to study the electrical function of the heart to determine its susceptibility to abnormal rhythms which may require specific treatment in the form of cardiac ablation. Cardiac Electrophysiologists partner closely with other Cardiologists to achieve favourable outcomes for patients.

The Registered Nurse Level 2 EP will require advanced clinical skills, experience in interventional cardiovascular nursing and the ability to apply skills in critical thinking to clinical practice. The successful applicant will have a key role in the Cardiac Electrophysiology service and will partner with the multidisciplinary team to provide patient centred care.

Qualifications and Experience:

Mandatory:

Registered or eligible to register as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

Desirable:

Minimum 3yrs post registration experience and minimum 1yr experience in Cardiac Catheter Laboratory.

Post graduate qualification or equivalent in cardiovascular nursing.

Prior to commencement successful candidates will be required to:

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

Pre-employment Police check.

Contact Officer: Alison Baldwin (02) 5124 3691 alison.baldwin@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Alcohol and Drug Program

Counsellor

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 32751)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us: 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 and alcohol and drug services.

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

CTS utilises a client-centred, stepped, integrated model of treatment. In offering client centred care, clinicians work collaboratively with clients in such a way that respects their experience, expertise, perceptions and goals. Client centred care appreciates that clients have the right to set their own goals, draw their own conclusions and make their own choices about treatment.

CTS are a multi skilled team of health professionals and services are provided to the community both within community health centres and custodial environments.

This role is a mandatory qualified position and will require recent demonstrated experience in the provision of comprehensive assessments, counselling and group work to adults. Training and experience in providing Dialectical Behaviour Therapy (DBT) counselling and facilitating DBT groups would be an advantage.

All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

For Social Work:

Tertiary qualification in Social Work

Eligibility for membership of the Australian Association of Social Workers

For Psychology:

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

Highly Desirable:

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

For Counselling:

Eligible qualification pathways

Pathway 1

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

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

AND

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

OR

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

Pathway 2

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

AND

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

OR

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

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

Desirable:

Current drivers licence

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals. If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with 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.

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency. This position is part-time at 22:03 hours per week and the full-time salary noted above will be paid pro-rata.

Contact Officer: Kate Soulsby (02) 5124 1590 kate.soulsby@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Justice Health Services

Clinical/Forensic Psychologist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 37524)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

CHS is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities of CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework.

Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities.

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

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

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

Justice Health Services

Child and Adolescent Mental Health Services (CAMHS)

Rehabilitation and Specialty Mental Health Services

Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DMHU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age. The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services.

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

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

The Clinical/Forensic Psychologist role is responsible for the provision of high quality psychological assessments and interventions under limited supervision. The role is also expected to contribute subject matter expertise to the multidisciplinary team, providing supervision to staff at Health Professional Level 2 and 1, Allied Health Assistants and students and supporting the Therapy Manager in service development processes.

All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

The position is supported by a cohesive multi-disciplinary team of Nurses, Occupational Therapist, Social Worker, Allied Health Assistants, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements:

Mandatory:

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

Eligible for an area of practice endorsement in either clinical or forensic psychology.

Minimum of three years (ideal five years) post-qualification experience in a related field (i.e. mental health, criminal justice, disability and/or drug and alcohol).

Highly Desirable:

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

Experience or training in behaviour modification and/or clinical risk assessment.

Current driver's licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

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

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Contact Officer: Tash Lutz (02) 5124 1863 tash.lutz@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Hospital Clinician

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 17206)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

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

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

ACT Wide Mental Health Services (ACT Wide MHS)

Adult Community Mental Health Services (ACMHS)

Adult Acute Mental Health Services (AAMHS)

Alcohol and Drug Services (ADS)

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services (JHS)

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

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

This role will be to conduct assessment and clinically manage children and young people with mental health issues, facilitate group work and to provide support to Health Professional 1 and Health Professional 2 clinicians.

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

Eligibility/Other Requirements

Mandatory:

For Occupational Therapy:

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

Eligibility for professional membership of Occupational Therapy Australia

Minimum of three years (ideal five years) post qualification

Current driver's licence

For Psychology:

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

Minimum of three years (ideal five years) post qualification

Current driver's licence

Highly Desirable:

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

For Social Work:

Degree in Social Work

Eligibility for membership of the Australian Association of Social Workers

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

Minimum of three years (ideal five years) post qualification

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:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Note: This is a temporary position available for a period of eight months with the possibility of extension. This position is part-time at 29:24 hours per week and the full-time salary noted above will be paid pro-rata. This position will be based at CAMHS South. Selection may be based on application and referee reports only. An order of merit may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Delia O'Shea 0435 652 168 delia.o'shea@act.gov.au

Clinical Services

Rehabilitation, Aged and Community Care

Allied Health

Social Worker

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: C10840)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us

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 and alcohol and drug services.

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

Overview of the work area and position

Canberra Health Services, provides multidisciplinary care across a range of hospital and community settings. There are several teams who provide Social Work services across inpatient, outpatient and community settings:

The Acute Support Social Work team is responsible for the care and support of patients across a range of critical and acute care areas of The Canberra Hospital. These include the Medical and Surgical inpatient wards, Intensive Care Unit, the Emergency Department, Maternity and Paediatric inpatient wards and a range of paediatric and adult outpatient clinics.

Rehabilitation Aged and Community Care team (RACC) provides integrated and effective services in the areas of rehabilitation, aged care and community care in a broader range of sites throughout the ACT, including The Canberra Hospital and The University of Canberra Hospital, community health centres and the homes of clients. This includes health care and support for people with acute, post-acute and long-term illnesses.

The Cancer Psychosocial Service is located in the Canberra Region Cancer Centre (CRCC). This service provides multidisciplinary psychosocial care to patients and their families or carers who attend the Canberra Region Cancer Centre, or who have been admitted into Ward 4A or Ward 14B. Working closely with other disciplines in the CRCC and the wards in Canberra Hospital, the Cancer Psychosocial Service provides leadership in psychosocial care of patients and their families or carers. Services include facilitation of access to resources, responding to crisis, counselling, palliative care and bereavement issues, staff consultation and in-services.

Social workers provide assessment and therapeutic intervention for a range of client populations throughout their patient journey. The patients we see present with a range of psychosocial issues that impact their health circumstances across the lifespan including ante-natal care, newly acquired and chronic health conditions, medical and surgical treatments, rehabilitation and ageing.

The Social Worker will have an understanding of issues related to health and wellbeing and the impact on the person and their family/carer, including adjustment to change in their health. The Social Worker will promote improved client outcomes through working in collaboration with the multidisciplinary team to provide high quality clinical services across a range of service speciality areas.

This is a casual position with no fixed set hours. An order of merit list may be established to fill future vacancies; permanent, temporary and casual, at level over the next 12 months. Selection maybe based on written applications and referee reports only.

Eligibility/Other Requirements:

Tertiary qualifications in Social Work,

Membership or eligibility for membership of the Australian Association of Social Workers,

A minimum of three years (desirable five years) experience post qualification in Social Work

Desirable:

Current driver's licence

Previous hospital or health experience

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

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

Comply with Canberra Health Services credentialing and scope of clinical practice requirements for allied health professionals 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.

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

Note:

This position(s) may be required to participate in overtime, on call, and/or rotation roster. An order of merit may be established for filling permanent, temporary and casual identical vacancies within the next 12 months from this process. Selection may be made on written applications alone. All applicants must provide written referee reports from 2 referees, a written response addressing the relevant selection criteria and a current CV as part of their written application

Contact Officer: Patrice Higgins (02) 5124 0075 patrice.higgins@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Justice Health Services

Social Worker

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 41042)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities of CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework.

Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services.

The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities.

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

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

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

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services

Rehabilitation and Specialty Mental Health Services

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

The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016.

DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services.

The Extended Care Unit (ECU) is a specialist mental health facility adjacent to Calvary Hospital in Bruce. The ECU sits within the Stepped Care Model of mental health care, providing medium term residential care for people who

require rehabilitation and support to transition into the community setting. The ECU provides a range of contemporary, community focused rehabilitation interventions, programs and services.

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

The Social Worker will have an understanding of issues related to care and rehabilitation of patients with moderate to severe mental illness and complex comorbid issues including trauma, psychosocial disadvantage, substance use, personality disorder, and criminal offending.

To be successful in this role you will have a sound understanding of the legislation relevant to forensic mental health and be able to communicate effectively with relevant government and non-government agencies engaged with the public mental health system.

The Social Worker is responsible for promoting client outcomes through the provision of high quality clinical services across both acute and rehabilitation settings and by collaborative working in a multidisciplinary team.

Justice Health's inpatient services provide intensive social work services to patients across three units on two sites at Symonston and Bruce.

Eligibility/Other Requirements:

Mandatory:

Degree in Social Work

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

Registration under the *Working with Vulnerable People Act 2011*

Minimum of three years (ideal five years) post qualification

Desirable

Previous experience in Mental Health Service or Forensic/Custodial Service

Previous experience in an Inpatient Mental Health Facility

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Contact Officer: Sonny Ward (02) 5124 1863 sonny.ward@act.gov.au

Office of the Chief Executive Officer

Executive Assistant to the Chief Executive Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 41576)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us

Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person centered care. It provides acute, sub-acute, primary and community-based health services to the Australian Capital Territory (ACT) and surrounding region.

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

Located on the Canberra Hospital campus, the Office of the Chief Executive will provide strategic support to the Chief Executive Officer, undertake high level coordination, liaison, research and reporting and provision of advice on specific issues. The Office currently consists of a Business Manager, Executive Officer and Executive Assistant. The Executive Assistant position reports to the Chief Executive through the Business Manager. The role also works closely with the senior leadership team, including the Deputy Director-General and divisional Executive Directors across the Directorate.

Under broad direction, the Executive Assistant will play a key role by providing high level administrative and diary support to the Chief Executive Officer.

Eligibility/Other Requirements:

Prior to commencement successful candidates will be required to:
Undergo a pre-employment Police check.
Contact Officer: Nicole Stevenson (02) 5124 4702 nicole.stevenson@act.gov.au

Quality, Governance and Risk
Quality, Safety, Innovation and Improvement
Executive Unit
Personal Assistant

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 34923)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

Canberra Health Services is committed to the delivery of person and family centred, safe and high-quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities and aligning them with CHS's Territory Wide Services Framework.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health services are provided within the Territory's detention facilities.

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

Overview of the work area and position: The Quality, Safety, Innovation and Improvement Division is focusing on Canberra Health Services' strategic approach to patient safety, quality, governance and risk with a focus on continuous quality improvements.

The Division will provide 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

Branches within the Quality, Safety, Innovation and Improvement Division are:

Clinical Effectiveness

Patient Safety

Patient Experience

Audit, Risk and Compliance

Legal and Insurance

Under broad direction, you will play a key role in providing high level secretarial and administrative assistance and support to the Executive Director. This role requires a self-motivated, detail orientated person with strong time management and effective organisational skills, with the ability to think laterally, work under pressure and achieve work deadlines in an environment of competing priorities.

Eligibility/Other Requirements:

Desirable:

Experience in working one-to-one with a Senior Executive

High level of proficiency in Microsoft Office Suite particularly Outlook, Word and Excel

Relevant qualification in Business Administration

Current driver's licence

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

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

Contact Officer: Denise Lamb (02) 5124 9549 Denise.Lamb@act.gov.au

Management and Maintenance

Facilities Management

Electrician

Senior Building Trade \$73,075 - \$78,145, Canberra (PN: 20050)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us 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 of 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 and alcohol and drug services.

Overview of the work area and position

At CHS we are committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

CHS is a smoke free environment, across all buildings, grounds and vehicles.

CHS offers highly competitive pay rates and excellent employment conditions. Please see our Enterprise Agreements for more information and other great benefits you will receive as an ACT Government employee.

Infrastructure Management and Maintenance is responsible for the project delivery, maintenance and asset management of Canberra Health Services property portfolio.

Facilities Management (FM) is located at level 1, Building 1, The Canberra Hospital, Garran, Canberra. FM are responsible for facilities management services across all Canberra Health Services properties (Acute and Non-Acute), buildings, plant and non-clinical equipment. These services include high quality and timely planned and reactive maintenance and technical trade skill repairs.

Under the direction of the Electrical Supervisor, the Senior Electrician shall undertake planned and reactive maintenance and repairs on electrical installations including electrical distribution, lighting and any other electrically operated equipment not connected to patients within The Canberra Hospital.

The Senior Electrician shall also undertake minor improvement works as directed by management, ensuring compliance with safety standards, codes of practice and relevant procedures.

Eligibility/Other Requirements

Desirable:

Lighting control knowledge and experience,

General understanding of HVAC & R systems and controls,
Confined Space training,
Working at Heights training.

Mandatory:

Unrestricted Electrical Licence,
Asbestos awareness training,
General induction white card.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Notes

Working hours are 38hrs/ week with 1 rostered day off (RDO) per fortnight.

Contact Officer: Brendan Spence (02) 5124 8164 brendan.spence@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

Senior Fitter

Facilities Service Officer Level 8 \$64,188 - \$67,825, Canberra (PN: 29516)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us

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Overview of the work area and position

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Under the direction of the Mechanical and Hydraulic Supervisor, the Senior Fitter shall undertake planned and reactive maintenance and repairs on mechanical infrastructure and equipment located at the Canberra Hospital.

The Senior Fitter will be responsible for overseeing the day to day operations of the fitter's workshop and the allocation of work orders to the relevant trades person within the workshop.

The Senior Fitter shall also undertake minor improvement works as directed by management, ensuring compliance with safety standards, codes of practice and relevant procedures.

Eligibility/Other Requirements

Desirable:

Confined Space training,

Working at Heights training,

Competent in welding.

Mandatory:

Certificate III in Engineering – Mechanical Trade,

Asbestos awareness training,

General induction white card.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note

Working hours are 38hrs/ week with 1 rostered day off (RDO) per fortnight.

Contact Officer: Cameron Neil (02) 5124 2941 cameron.neil@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Allied Health Assistant

Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 37823)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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

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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 and 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 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.

Under the direction of the multidisciplinary team (MDT), Allied Health Assistants (AHAs) working within MHJHADS support people to achieve their personal recovery goals as identified in their Recovery Plan. Staff at an AHA3 level are expected to demonstrate all the aspects of the full scope AHA role, plus knowledge, skills, attitudes and experience related to allied health support at an advanced level, including an in-depth understanding and application of principles and practices within the relevant allied health discipline/s. Staff at AHA3 level would also be expected to organise their own workload and set priorities within the service delivery model as delegated by the health professional.

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. 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 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).

Eligibility/Other Requirements:

Mandatory:

Certificate IV in Mental Health or Allied Health Assistance (or equivalent qualification)

A minimum of 24 months experience in a related/relevant organisation/service

Current driver's licence

Highly Desirable:

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

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

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

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

Infrastructure Management and Maintenance

Facilities Management

Fitter

Facilities Service Officer Level 7 \$59,230 - \$62,549, Canberra (PN: 29393)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us

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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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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 and alcohol and drug services.

Overview of the work area and position

At CHS we are committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

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Infrastructure Management and Maintenance is responsible for the project delivery, maintenance and asset management of Canberra Health Services property portfolio.

Facilities Management (FM) is located at level 1, Building 1, The Canberra Hospital, Garran, Canberra. FM are responsible for facilities management services across all Canberra Health Services properties (Acute and Non-Acute), buildings, plant and non-clinical equipment. These services include high quality and timely planned and reactive maintenance and technical trade skill repairs.

Under the direction of the Mechanical and Hydraulic Supervisor, the Fitter shall undertake planned and reactive maintenance and repairs on mechanical infrastructure and equipment located at the Canberra Hospital.

The Fitter shall also undertake minor improvement works as directed by management, ensuring compliance with safety standards, codes of practice and relevant procedures.

Eligibility/Other Requirements

Desirable:

- Confined Space training,
- Working at Heights training,
- Competent in welding.

Mandatory:

- Certificate III in Engineering – Mechanical Trade
- Asbestos awareness training
- General induction white card

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment Police check.

Note

Working hours are 38hrs/ week with 1 rostered day off (RDO) per fortnight.

Contact Officer: Cameron Neil (02) 5124 2941 cameron.neil@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

HVAC and Refrigeration Mechanic

Facilities Service Officer Level 7 \$59,230 - \$62,549, Canberra (PN: 21208)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us:

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region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

CHS administers a range of 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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A range of community-based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

Overview of the work area and position:

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Under the direction of the HVAC Supervisor and Senior, the Refrigeration Assistant is responsible for providing assistance to the HVAC trade staff, assisting with delivery of various planned and reactive maintenance tasks at The Canberra Hospital, reporting to the HVAC supervisor.

Eligibility/Other Requirements

Mandatory:

Certificate III – Electrotechnology, Air Conditioning and Refrigeration,
Restricted Electrical Licence,
Refrigeration Handling Licence,
Asbestos Awareness Training,
General Induction White Card.

Desirable:

A current unrestricted Drivers Licence.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note

Working hours are 38hrs week with one rostered day off (RDO) per fortnight.

Contact Officer: Craig Lemon (02) craig.lemon@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

Fitter

Facilities Service Officer Level 7 \$59,230 - \$62,549, Canberra (PN: 21184)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: [About us](#)

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region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

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Under the direction of the Mechanical and Hydraulic Supervisor, the Fitter shall undertake planned and reactive maintenance and repairs on mechanical infrastructure and equipment located at the Canberra Hospital.

The Fitter shall also undertake minor improvement works as directed by management, ensuring compliance with safety standards, codes of practice and relevant procedures.

Eligibility/Other Requirements

Desirable:

Confined Space training

Working at Heights training

Competent in welding

Mandatory:

Certificate III in Engineering – Mechanical Trade

Asbestos awareness training

General induction white card

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

Undergo a pre-employment Police check

Note Working hours are 38hrs/ week with 1 rostered day off (RDO) per fortnight.

Contact Officer: Cameron Neil (02) 5124 2941 cameron.neil@act.gov.au

Clinical Services

Clinical Support Services

Pharmacy - Canberra Hospital

Resident Pharmacist

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 34944, several)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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A range of community-based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

The Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including:

Pharmacy.

Biomedical Engineering

Acute Support Services

Medical Physics and Radiation Engineering

Nursing Operational Support

Overview of the work area and position: The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff.

The department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

Under the broad direction of the Senior Pharmacists and Deputy Directors of Pharmacy, the Pharmacist will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service. The responsibility of this position is to provide clinical and operational pharmacy services across CHS which may include off site facilities, integrating into the CHS Pharmacy team providing a range of pharmacy services.

This position provides the opportunity to participate in the CHS Pharmacy Residency Program designed for foundation years of clinical practice. The program has provisional accreditation from the Society of Hospital Pharmacist of Australia (SHPA) and is delivered over a two year period, providing a structured and supported learning environment covering core clinical topics for early career pharmacists to ensure broad exposure to clinical case examples and clinical topics. This will help to prepare pharmacists for future roles and advancing their practice. The program also supports pharmacists entering hospital pharmacy practice from other pharmacy environments.

Eligibility/Other Requirements

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

Highly Desirable:

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

Experience of working in hospital pharmacy.

Prior to commencement successful candidates may be required to:

Undergo a pre-employment Police check.

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

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Contact Officer: Haemda Lane (02) 5124 2121 haemeda.lane@act.gov.au

Clinical Services

Rehabilitation Aged and Community Care

Community Care Program

Community Care Program, Enrolled Nurse

Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 28337, several)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us: 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.

Overview of the work area and position: The Community Care Program (CCP) Community Nursing Service delivers a range of community-based technical nursing services to residents of the ACT. The Link team is responsible for providing afterhours nursing services to patients with a broad range of needs within the ACT community by coordinating the afterhours rapid response service for community nursing including weekends and ACT public holidays. These part-time roles are instrumental to providing effective support to patients in the community to enable them to remain in their own environment wherever possible. These roles oversee interventions which actively contribute to the prevention of unnecessary presentations to acute facilities.

Eligibility/Other Requirements:

Mandatory:

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

A current driver's licence.

Desirable:

Diploma in Nursing or equivalent is highly desirable.

Recent experience in a wide range of clinical hospital and/or community health settings applicable to the position.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Comply with CHS Occupational Assessment, Screening and Vaccination policy

Note: These are part-time evening positions which work a 5x2 roster of six hour shifts totalling 21 hours per week, the full-time salary noted above will be paid pro rata. Extra shifts including night duty are available at times to backfill other part time staff members. Comprehensive orientation and training will be provided. This is a small team that prides itself on flexibility and a supportive can do attitude.

Contact Officer: Leontine Muis/Julie Maree Winter (02) 5124 2900

leontine.a.muis@act.gov.au/julie.winter@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

Health Infrastructure Service Recurrent

Asset Administration

Administrative Services Officer Class 2/3 \$52,991 - \$64,616, Canberra (PN: 35688)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us

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 Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

Canberra Health Services is committed to the delivery of person and family centred, safe and high-quality care in a sustainable health system. This will be achieved with key strategic priorities for CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities and aligning them with ACT Health's Territory Wide Services Framework.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of Canberra Health Services include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities.

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

Overview of the work area and position

At CHS we are committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

CHS is a smoke free environment, across all buildings, grounds and vehicles.

CHS offers highly competitive pay rates and excellent employment conditions. Please see our Enterprise Agreements for more information and other great benefits you will receive as an ACT Government employee. Infrastructure Management and Maintenance is responsible for the project delivery, maintenance and asset management of Canberra Health Services property portfolio.

Facilities Management (FM) is located at level 1, Building 1, The Canberra Hospital, Garran, Canberra. FM are responsible for facilities management services across all Canberra Health Services properties (Acute and Non-Acute), buildings, plant and non-clinical equipment. These services include high quality and timely planned and reactive maintenance and technical trade skill repair.

The administration support team provide day to day assistance in the operational processes of Facilities Management. Each team member is responsible for the timely and accurate preparation of meeting agendas, papers, minutes and customer service, and is able to undertake other general administrative duties to support the group as required.

Eligibility/Other Requirements:

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment Police check.

Notes

The Asset Administration Officer is a temporary position for 6 months with the possibility of extension. Applicant may be accepted based on written application only.

Contact Officer: John Kilday 0415 455 020 john.kilday@act.gov.au

People and Culture

Expenditure Review

Employment Services

Human Resources Business Partner

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 42191, several)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us: 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.

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 and alcohol and drug services.

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

The People and Culture Division is responsible for providing strategic leadership, advice and operational implementation of human resource strategies relating to a diverse range of human resource and industrial relations functions across CHS.

Working closely with CHS Divisions, the People and Culture portfolio delivers strategically-aligned workforce solutions in areas including people policy and strategies, change management, human resource management, organisational development, diversity and inclusion, general clinical and leadership training, workforce planning, industrial and employee relations, pay and benefits, rewards and recruitment. The Division also plans, designs, communicates and monitors CHS Workforce Strategy with a focus on building organisation and change management capability, and providing workforce data to support strategic decision-making to enable CHS to deliver on its strategic agenda.

Overview of the work area and position: Business Partners will work closely with their allocated executive and management teams to deliver integrated Human Resources (HR) and people development strategies, to assist the Canberra Health Services in achieving an engaged and high performing workforce.

Working as a member of the People and Culture team, the HR Business Partner will provide business focused strategic HR advice to line managers and Executives within the Canberra Health Services. This position is responsible for building capacity within leadership teams, supporting Executive Directors, managers and clinical leaders to develop, implement and lead HR Strategies, and interpreting CHS strategic plans to the local level. This position plays a critical role brokering HR services from the 'Centres of Expertise', to provide an integrated and client focused approach, managing client relationships on behalf of the Division. Critical to the success of the Business Partnership team is the ability to balance the need for consistency, and the importance of local, responsive and flexible approaches to HR services, advocating for and on behalf of the client, while representing the interests of the People and Culture Division.

Eligibility/Other Requirements:

Mandatory:

Permanent Resident of Australia, or relevant visa with entitlements to work.

Desirable:

Degree qualification in related field or equivalent experience

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Contact Officer: Jim Tosh (02) 5124 9622 jim.tosh@act.gov.au

People and Culture

Work Health Safety

Assistant Director - Occupational Violence Prevention and WHS Projects

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 41952)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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

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The Quality, Governance and Risk Division is the ethical centre for Canberra Health Services, leading and co-ordinating initiatives across the directorate to ensure that Canberra Health Services maintains a patient-centred focus that is applied first and foremost in all that is developed and delivered.

This Division is the voice of quality and safety ensuring that budget demands and other efficiency requirements do not disproportionately dictate decision-making. The Quality, Governance and Risk Division has a large role in the compliance space, increasing awareness of relevant obligations and providing advice on how best they can be met, while at the same time encouraging the directorate to engage with risk appropriately.

Overview of the work area and position:

The Work Health Safety Unit provides strategic leadership, advice and effective coordination and implementation of work health safety (WHS) management strategies, frameworks and activities. The unit provides WHS advisory and support services and oversees the implementation of systems and processes that assist Canberra Health Services to become a safe and accountable healthcare environment.

Canberra Health Services staff, people who use our services and visitors have the right to feel safe and be safe in Canberra Health Services workplaces.

The purpose of this role is to develop and implement strategies to support the prevention and management of occupational violence and aggression using a risk management approach. This includes the development of systems to better identify, mitigate and manage episodes of aggression and violence that occur in a variety of work settings in Canberra Health Services.

Qualifications and experience:

Mandatory:

Must hold a current driver's licence.

Desirable:

Formal qualifications in WHS and/or substantial experience in WHS in a large and complex organisation will be highly regarded.

Experience in the use of project management strategies to deliver on objectives.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note:

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

Contact Officer: Daniel Guthrie (02) 5124 9544 daniel.guthrie@act.gov.au

People and Culture

Executive Unit

Assistant Director, Workforce Planning

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 42873)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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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.

The People and Culture Division is responsible for providing strategic leadership, advice and operational implementation of human resource strategies relating to a diverse range of human resource and industrial relations functions across CHS.

Working closely with CHS Divisions, the People and Culture portfolio delivers strategically-aligned workforce solutions in areas including people policy and strategies, change management, human resource management, organisational development, diversity and inclusion, general clinical and leadership training, workforce planning, industrial and employee relations, pay and benefits, rewards and recruitment. The Division also plans, designs, communicates and monitors CHS Workforce Strategy with a focus on building organisation and change management capability, and providing workforce data to support strategic decision-making to enable CHS to deliver on its strategic agenda.

Overview of the Work Area and Position

The People and Culture Division is responsible for providing strategic leadership and operational implementation of human resource strategies relating to a diverse range of human resource and industrial relations functions across Canberra Health Services.

Working closely with other ACT Health Division's the People and Culture portfolio delivers strategically-aligned workforce solutions in areas including change management, diversity and inclusion, learning and development, industrial and employee relations, pay and benefits, rewards and recruitment.

The Branch also plans, designs, communicates and monitors ACT Health's Workforce Strategy with a focus on building organisation and change management capability, and providing workforce data to support strategic decision-making to enable Canberra Health Services to deliver on its strategic agenda. Quality expert advice and support is provided through the People Strategy and Services integrated teams.

Eligibility/Other Requirements:

Desirable:

Qualification in a related field

Knowledge of complex health workforce

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Janine Hammat (02) 5124 9631 janine.hammat@act.gov.au

Clinical Services

Cancer, Ambulatory and Community Health Support

Cancer Nursing

Lung Cancer Specialist Nurse

Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 03172)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

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Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for Canberra Hospital and Health Services (CHHS) which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with Canberra Health Service's Territory Wide Services Framework. Canberra Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services.

The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health services are provided within the Territory's detention facilities.

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Overview of the work area and position: The division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health centres across CHS.

The Lung Cancer and Mesothelioma Specialist Nurse will work as part of the division's Cancer Specialist Nurse Team. The Cancer Specialist Nurse role is responsible for co-ordinating the care of clients with complex needs, related to a diagnosis of lung cancer or mesothelioma, across the cancer journey.

Eligibility/Other Requirements:

Mandatory:

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

Holds or is working towards relevant post graduate qualifications Nursing

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Contact Officer: Sharon Bale (02) 5124 4269 sharon.l.bale@act.gov.au

Clinical Services

Medicine

Acute Support Services

Nutrition Clinical Educator, Acute Support Nutrition

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 21989)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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

A range of community based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

Overview of the work area and position

The core functions of the Canberra Hospital, Nutrition Department are:

Clinical Dietetic Services to:

Inpatients on the Canberra Hospital Campus including the Centenary Hospital for Women and Children and the Adult Mental Health Unit

Outpatients requiring specialist care from the ACT and regional NSW

Operation of centralised Special Diet Service

Operation of Infant Feeding Service

Coordination of CHS Clinical Education Program for Nutrition and Dietetic students from various local universities

Food Service governance activities in partnership with the Canberra Hospital Food Service Department

You will possess excellent clinical knowledge and skills across a range of settings and a passion for teaching and training. The role coordinates the clinical education program for student Dietitians and Nutrition Assistants as well as supporting new graduate Dietitians. The position links to both the senior Nutrition and Dietetics team and to the dedicated Clinical Educator team. You will provide clinical dietetic services across the Canberra Hospital Campus and contribute to service improvement and quality improvement/quality assurance activities of the department.

Eligibility/Other Requirements:

Mandatory:

Hold an undergraduate or postgraduate qualification in Nutrition and Dietetics or equivalent.

Eligible for membership of the Dietitians Association of Australia, and eligible to hold Accredited Practising Dietitian (APD) credential.

Hold a current drivers licence

Desirable:

Relevant Education/Clinical Education qualification or commitment to undertaking further qualification/s in Education.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Notes: This is a temporary position available for 21 months. This position is part-time at 22:10 hours per week (0.6 FTE) and the full-time salary noted above will be paid pro-rata. There is possibility of an increase of hours up to full-time. This position may be required to participate in overtime, on call and some weekend duty will be required. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Andrew Slattery (02) 5124 2544 andrew.slattery@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health

Mental Health Professional Officer

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 27001)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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CHS is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system. This will be achieved with key strategic priorities for CHHS which includes ensuring the delivery of CHS's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework.

Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services.

The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care;

Mental Health, Alcohol and Drug Services. In addition, Justice Health services are provided within the Territory's detention facilities.

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

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

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)

Rehabilitation and Specialty Mental Health Services (RSMHS)

Overview of the work area and position: MHJHADS is a contemporary evidence based service providing high quality mental health care guided by principles of Recovery. The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will contribute your expertise to the multidisciplinary team, provide supervision to staff at Levels Health Professionals 1, 2 and 3 level, and support the Operational Director of ACT-Wide Mental Health Services, in change processes.

The Mental Health Professional Officer will work as a member of the Mental Health Community Policing Initiative (MHCPI) and will be primarily based in a Police setting. The mental health professional will contribute to the collective tasks of the MHCPI, and reports to the Operational Director of Adult Community Mental Health Services Health Services.

Eligibility/Other Requirements: For Psychology:

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

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

Highly Desirable:

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

For Social Work:

Degree in Social Work.

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

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

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

For Occupational Therapy:

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

Eligibility for professional membership of Occupational Therapy Australia.

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

Desirable:

Experience in working with children and young people

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check including baseline security vetting.

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

Note: This is a temporary position available for a period of 12 months with the possibility of extension. Selection may be based on written application and referee reports only.

Contact Officer: Amaly Khalaf 0466 853 239 amaly.khalaf@act.gov.au

People and Culture

Executive Unit

Manager, Workforce Inclusion

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 42875)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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Overview of the Work Area and Position

The People and Culture Division is responsible for providing strategic leadership, advice and operational implementation of human resource strategies relating to a diverse range of human resource and industrial relations functions across CHS.

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Reporting to the Director Workforce Planning, the Manager Workforce Inclusion plays a key role in developing, researching, implementing and evaluating programs that support social inclusion in CHS with a particular focus on Aboriginal and Torres Strait Islander people and people with disability. Other employment groups that will be supported by this role include women, lesbian, gay, bisexual, transgender and intersex (LGBTI) people, and culturally and linguistically diverse (CALD) people.

The role of Manager Workforce Inclusion represents CHS both internally and externally in regard to social inclusion matters; ensures effective communication between CHS business units and relevant external groups and networks; and coordinates the the provision of information and advice to CHS.

Eligibility/Other Requirements

Desirable:

Previous experience in a similar role or project is highly desirable

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Janine Hammat (02) 5124 9631 janine.hammat@act.gov.au

Client Services, Security and Emergency

Security Operations

Manager, Security Operations

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 11723)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

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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 Security Services section is embedded within this Division.

Security Services mission is to provide to all personnel, the necessary climate and mechanisms that will enable staff, patients and visitors at Canberra Health Services' facilities to go about their daily activities without fear or intimidation by preventing crime and disruption and protecting persons and property.

Under limited direction from the Senior Manager, the Manager of Security Operations is responsible for the day-to-day operational security services provided at Canberra Health Services' sites. The Manager is expected to work collaboratively with business units across the directorate and be supportive and flexible in their approach to changing priorities. Additionally, the Manager role is required to manage a small team of Security Supervisors.

Eligibility/Other Requirements:

Mandatory

Current (or ability to obtain) Negative Vetting 1 national security clearance; and

A current Driver's License.

Desirable

Territory qualifications (or equivalent) in Protective Security, Public Safety or similar.

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

Undergo a pre-employment National Police Check.

Note

This position is a Designated Security Assessed Position under the ACT Protective Security Framework. It is a requirement of the position that the occupant holds a national security clearance of NEGATIVE VETTING 1. The successful applicant will be placed on a temporary contract until successfully obtaining this clearance

Contact Officer: Chris Mooney (02) 5124 9701 chris.mooney@act.gov.au

Clinical Support Services

Supply Services

Operations Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 27896)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us:

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 and alcohol and drug services.

Overview of the work area and position:

Logistic Support Services is a section within Clinical Support Services. The function of the Logistic Support Services includes Domestic and Environmental Services, Food Service, Sterilising Services, and Supply.

Supply Services provides clinical products to the Health Services in ACT, primarily being Canberra Hospital, as well as warehousing and distribution of the products.

The successful candidate will be based at Mitchell and the Canberra Hospital.

The Operations Manager Supply Services is a multi-disciplinary coordinator role and is responsible for the day-to-day activities of the Supply Services Mitchell Warehouse and Supply Services at the Canberra Hospital. The position is responsible for overseeing the day-to-day rostering, management and HR issues at the Mitchell Warehouse and the Canberra Hospital.

Eligibility/Other Requirements:

A minimum of five years' experience in Supply Chain management or equivalent logistics/product handling roles is highly desirable.

Duties of the position include the requirement to occasionally drive vehicles, therefore possession of a class MR/HR/MC driver's licence and a forklift licence would be highly desirable, or a willingness to obtain one.

Qualifications and Certifications in Manual Handling, Work Health and Safety, Supply Chain Management and Procurement would be highly regarded, as well as advanced Spreadsheet and Report writing.

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

Undergo a pre-employment Police check.

The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Note:

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

Contact Officer: Avnita Nand (02) 6207 8385 avnita.nand@act.gov.au

Clinical Services

Cancer, Ambulatory and Community Health Support

Supportive Care Manager, Cancer and Ambulatory Support

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 23729)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

About us: 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 and alcohol and drug services.

Overview of the work area and position: The Division of Cancer and Ambulatory Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The Division is also responsible for the support functions for organisational ambulatory care including the Central Intake team, central outpatients and transcription.

Cancer services are divided into five clinical streams: Medical Oncology, Radiation Oncology, Haematology, Immunology and Palliative Care.

The Supportive Care Manager is responsible for providing an effective, efficient and contemporary support service to people and their families undergoing cancer treatment and in their transition to survivorship. The team comprises highly skilled nurses, social workers and psychologists providing services to people in the hospital, as outpatients and in the community.

An exciting opportunity exists for a skilled and experienced Health Professional to lead a newly formed team to provide contemporary supportive care to cancer patients across Canberra Health Services. The team sees two previous teams of psycho-social professionals and expert nurse coordinators come together to provide integrated supportive care to our patients and their families. Canberra Health Services is entering an exciting time with significant development occurring across cancer services including a \$17M refurbishment of the inpatient spaces, creation of a Wellness Centre and Research Hub and replacement of two linear accelerators with state of the art technology.

Eligibility/Other Requirements:

Mandatory:

Tertiary qualifications in relevant field

Eligible for registration and or membership of the professional body pertaining to the discipline

Desirable

Relevant post-graduate qualifications

Experience working with people with cancer or other chronic conditions

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Comply with CHS Occupational Assessment, Screening and Vaccination policy

Note: This position is being advertised separately as a Health Professional Grade 4 (Req ID: 01IE8) and a Clinical Nurse Consultant Grade 3.2 (Req ID: 01IEA). There is one position available which will be filled at either the Health Professional Grade 4 or Clinical Nurse Consultant Grade 3.2 level, dependant on the skills and experience of the successful applicant.

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Justice Health Services

Therapy Manager

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 36052)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us: Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Health Services is committed to the delivery of person and family centred, safe and high quality care in a sustainable health system.

This will be achieved with key strategic priorities of CHS which includes ensuring the delivery of Canberra Health Service's Quality Strategy and government priorities, and aligning them with CHS's Territory Wide Services Framework.

Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region.

The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care.

Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of CHS include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities.

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

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

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

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services

Rehabilitation and Specialty Mental Health Services

Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DMHU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age. The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services.

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

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

Eligibility/Other Requirements:

Mandatory qualifications (dependent on applicant's professional group as shown below):

Social Work:

Degree in Social Work

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

Registration under the *Working with Vulnerable People Act 2011*

Occupational Therapy:

Registered or eligible for registration with Occupational Therapy Board of Australia

Eligibility for professional membership of Occupational Therapy Australia

Psychology:

Registered or be eligible for general registration with Psychology Board of Australia

Current driver's licence.

Desirable:

Previous experience in Mental Health Services or Forensic/Custodial Services

Previous experience in an Inpatient Mental Health Facility

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health professionals

Comply with CHS Occupational Assessment, Screening and Vaccination policy

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

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

Contact Officer: Sonny Ward (02) 5124 1863 sonny.ward@act.gov.au

ACT Health

Selection documentation for the following positions may be downloaded from

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

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

Executive Branch Manager, Commissioning

Executive Level 1.4 \$237,513 - \$247,667 depending on current superannuation arrangements, Canberra (E1086)

Gazette Date: 8 March 2019

Closing Date: 22 March 2019

Details: Applications are now being sought from suitably qualified and experienced candidates for the role of Executive Branch Manager, Commissioning.

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT and building a strong research and population health capability. ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations and that the health system is innovative, effective and sustainable now and in the future.

The Executive Branch Manager, Commissioning is a critical leadership role in the Corporate Services Group of ACT Health Directorate and will lead a disciplined and systemic approach to commissioning of health services in the ACT. The Director will be responsible for developing and implementing the commissioning strategies required to support an effective health service and delivery in the ACT.

The successful applicant will have a demonstrated leadership and management experience, including ability to inspire and motivate others to achieve corporate goals, identify and develop the potential in others, and assess and mitigate future work and capability requirements.

Please submit your application demonstrating your experience against the Executive Capabilities in the attached duty statement by close of business 22 March 2019.

Remuneration: The position attracts a remuneration package ranging from \$237,513 to \$247,667 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$184,627.

From 1 July 2019, the remuneration package will increase, ranging from \$250,050 to \$260,803 depending on current superannuation arrangements of the successful applicant, which includes a cash component of \$195,520 (see Remuneration Tribunal Determination 2 of 2019).

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that details of long-term engagements are tabled in the ACT Legislative Assembly.

Executive Branch Manager, Health Insights

Executive Level 1.3 \$220,110 - \$229,398 depending on current superannuation arrangements, Canberra (E1099)

Gazetted: 8 March 2019

Closing Date: 22 March 2019

Details: Applications are now being sought from suitably qualified and experienced candidates for the role of Executive Branch Manager, Health Insights.

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT and building a strong research and population health capability. ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations and that the health system is innovative, effective and sustainable now and in the future.

The Executive Branch Manager, Health Insights is a critical leadership role in the ACT Health Directorate, and plays a key role in driving the development of data frameworks and governance, and for the coordination and reporting of health data.

To be successful in this role, you will have a demonstrated track record in performance functions in a complex environment, as well as a good understanding of the national health system and of Commonwealth and State/Territory funding arrangements.

A detailed understanding of leadership, data management and governance, strategic direction setting and the challenges facing modern health care service delivery, as well as relevant tertiary qualifications are highly desirable.

Please submit your application demonstrating your experience against the Executive Capabilities in the attached duty statement by close of business 22 March 2019.

Remuneration: The position attracts a remuneration package ranging from \$220,110 to \$229,398 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$168,878. From 1 July 2019, the remuneration package will increase, ranging from \$235,539 to \$245,570 depending on current superannuation arrangements of the successful applicant, which includes a cash component of \$182,388 (see Remuneration Tribunal Determination 2 of 2019).

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that details of long-term engagements are tabled in the ACT Legislative Assembly.

Office of the Director-General

Ministerial and Government Services

Director, Ministerial and Government Services

Senior Officer Grade A \$137,415, Canberra (PN: 29472)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

Commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

Managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

Monitoring and enforcement of public health regulations, and

Providing public health advice.

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.

Overview of the work area and position:

As part of the Office of the Director-General, under the direction of the Executive Branch Manager, Office of the Director-General, the Government and Communications Branch leads and directs strategic communications, engagement and marketing activities that support ACT Health to achieve its goals.

It also manages and responds to a high volume of highly visible communications and enquiries in relation to Health issues affecting the community and, through a suite of ministerial and government services, provides operational support to the Minister for Health and Wellbeing, the Minister for Mental Health, the Director-General and the ACT Government.

The Branch manages the ACT Health Directorate's brand and develops strategies and guidelines to maintain and enhance reputation.

The Ministerial and Government Services Unit provides operational and strategic support to the offices of the Minister for Health and Wellbeing, the Minister for Mental Health, the Director-General and ACT Health staff on Cabinet, Assembly, Ministerial and Legislative matters. This also includes the coordination of ACT Health advice to other Government Directorates as required.

The Director, Ministerial and Government Services is responsible for providing high level strategic advice leadership and direction to the Ministerial and Government Services team to ensure high quality, timely responses are provided to stakeholders.

This role works closely with Directors across the Office of the Director-General and ACT Health more broadly to support the strategic objectives of the organisation.

Eligibility/Other Requirements

Desirable:

Relevant Tertiary qualifications or experience commensurate.

Previous experience in managing Assembly, Cabinet and Ministerial government processes.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Vanessa Dal Molin (02) 5124 9401 vanessa.dalmolin@act.gov.au

Corporate

Commissioning and Performance

Personal Assistant, Executive, Commissioning and Performance

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 23582)

Gazetted: 14 March 2019

Closing Date: 21 March 2019

Details: About us

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers.

Commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups.

Managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities.

Monitoring and enforcement of public health regulations, and

Providing public health advice.

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.

Overview of the Work Area and Position

The Corporate Services Group performs a critical enabling function for the long-term success and sustainability of the ACT Health Directorate and the ACT health system. This Group is responsible for financial planning, budgeting and reporting; commissioning and evaluating the performance of public health services; strategic human resource management; digital solutions; strategic infrastructure and procurement; service demand planning and modelling; data management and activity-based performance; governance and risk management.

The Commissioning and Performance Division will develop and administer the commissioning system through which the ACT health services receive funding from the ACT Government. The division will develop and monitor a performance framework, and systems to support and monitor the performance of all funded health services.

Eligibility/Other Requirements

Desirable:

Previous experience with HP Records Manager 8 (HP RM 8, aka. TRIM) or similar records management/workflow systems.

Previous experience providing high level administrative assistance.

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

Undergo a pre-employment National Police check.

Note This position may be appointment from written application only.

Contact Officer: Karen Chudleigh (02) 5124 9335 karen.chudleigh@act.gov.au

Health Systems, Policy and Research

Health Protection Services

ACT Government Analytical Laboratory

Forensic Chemist

Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 31755)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

Public Health, Protection and Regulation (PHPR)

The Public Health, Protection and Regulation Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and fulfils a range of statutory responsibilities and delegations under various public health legislation. The Division is responsible for development of population health strategic initiatives in ACT in the key areas of protection, prevention, and Territory-wide interventions. The Division is also responsible in exercising statutory responsibilities on behalf of the Chief Health Officer to prevent and manage risks to the health of the ACT population, including planning and management of public health incidents and emergencies.

The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report.

The 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.

Overview of the work area and position:

Health Protection Service

The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services.

ACT Government Analytical Laboratory (ACTGAL)

ACTGAL undertakes scientific analyses in the areas of:

air quality monitoring;

asbestos;

microbiology food, water and outbreak investigations;

toxicology;

forensic chemistry including illicit drugs.

To provide scientific data to support the activities of various Health Protection Service sections and ACT government agencies. These data are used to formulate policy, conduct prosecutions under various ACT and Commonwealth legislation and determine compliance with both National and ACT Standards and Guidelines.

Toxicology and Forensic Chemistry:

The Toxicology and Forensic Chemistry Unit is accredited to ISO 17025 in the field of Forensic Science. The unit provides analytical support for forensic investigations relating to drugs and poisons and expert opinion to relevant ACT courts.

Specifically the service provided includes:

Toxicology to support

coronial investigations

ACT legislation including the *Road Transport Act*

drug treatment programs

Forensic chemistry to support:

- controlled substances legislation
- Clandestine Laboratory Investigations

Environmental Chemistry:

The Environmental Chemistry unit is accredited to ISO 17025 in the field of Chemical Testing and provides the following services:

Monitoring of ambient air quality in the ACT for compliance with the Ambient Air Quality National Environmental Protection Measure

Asbestos identification and fibre counting on a fee for service basis

Microbiology:

The Microbiology Unit is accredited to ISO 17025 in the field of Biological Testing and provides the following services:

Regulatory microbiological analysis as required under various ACT Acts and regulations

In partnership with Environmental Health identify sources of food poisoning

Microbiological analysis of food and water on a fee for service basis

Eligibility/Other Requirements:

Mandatory:

Bachelor Degree in Science.

Desirable:

Major in Chemistry.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment police check.

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

Contact Officer: Tim Altamore (02) 5124 9264 tim.altamore@act.gov.au

Population Health

Health Protection Services

Communicable Disease Control

Vaccine Delivery and Data Entry Officer

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 21871, several)

Gazetted: 14 March 2019

Closing Date: 28 March 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

Commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

Managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

Monitoring and enforcement of public health regulations,

Providing public health advice.

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.

Overview of the work area and position:

The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues.

The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the *Chief Health Officer's Report*.

The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services.

The Communicable Disease Control Section (CDC) of the Health Protection Service (HPS) is a multidisciplinary section including nurses, epidemiologists, public health professionals, medical laboratory scientists and administrative officers. CDC is responsible for a range of functions aimed at minimising the harm caused by the spread of communicable diseases in our community. CDC has three units: the Disease Surveillance Unit; the Immunisation Unit and the Infection Control Unit.

The Immunisation Unit provides the ACT community with protection against vaccine preventable diseases through:

Implementation of the National Immunisation Program and ACT Government funded immunisation programs in the ACT

Provision of advice and information on immunisation to the ACT community

Implementation of initiatives to improve immunisation rates and quality service delivery

Distribution of vaccines for the National Immunisation Program and ACT government funded programs to immunisation providers in the ACT.

Vaccine management and delivery officers are primarily responsible for the delivery of vaccines to immunisation providers in the ACT, including GP practices, immunisation clinics and hospitals. Officers are also responsible for entering data on the Vaccine Inventory Management System and answering calls on the Immunisation Information Line. Detailed duties are outlined below.

Eligibility/Other Requirements:

Mandatory:

Current driver's licence

Desirable:

Experience in the use of Microsoft Office applications, particularly Excel.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note: These are temporary positions available for a period of six months with the possibility of extension and/or permanency. An order of merit will be established for filling identical vacancies within the next 12 months from this process.

Contact Officer: Sarah Mead (02) 5124 9076 sarah.mead@act.gov.au

Health Systems Policy and Research

Office of Professional Leadership and Education

Chief Allied Health Office

Allied Health Workforce Development Officer

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 42313)

Gazetted: 14 March 2019

Closing Date: 14 March 2019

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

ACT Health is committed to the delivery of person and family centred, safe and high-quality care in a sustainable health system. This will be achieved with key strategic priorities which includes ensuring the delivery of ACT Health's Quality Strategy and government priorities and aligning them with ACT Health's Territory Wide Services Framework.

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

Overview of the work area and position: The Office of Professional Leadership and Education has a critical role in fostering a high-performance culture by creating an environment for consistent, high clinical standards and multi-disciplinary collaboration.

The Office plays a key role in:

Identifying trends in the delivery of health services and workforce across the ACT

Encouraging leadership and strategic direction for the clinical workforce

Collaborating with other areas that lead whole of ACT health strategy and planning functions, both within the Health Directorate, Canberra Health Services

Leading and maintaining high professional standards, recruitment and education required under the National Registration and Accreditation Scheme (NRAS)

Providing expert, strategic, timely advice on emerging issues at the local, state, national and international levels; and develops policies and initiatives which support the delivery of health priorities and achievement of government health objectives

Guiding and promoting research and continuous improvement of professional practice

Representing the Territory on relevant national forums

The Allied Health Workforce Development Officer works with the Chief Allied Health Officer and other Profession Lead roles to provide and apply high-level knowledge, skills and expertise in the professional, clinical and strategic governance of the allied health workforce. The position also has responsibility for portfolio management of several key specific workforce initiatives such as oversight of credentialing and auditing of health practitioner registration and Territory-wide allied health professional recognition programs.

Eligibility/Other Requirements:

Mandatory:

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

If from a non-AHPRA registered profession, be currently eligible for membership of the relevant Peak Professional Association

Tertiary qualifications or equivalent in an Allied Health Profession

Desirable:

Working knowledge of the ACT healthcare system, including knowledge about the allied health workforce.

Experience in health-related project management, workforce reform and innovation.

Current driver's license

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Note: This position is part-time at 25:75 hours per week (0.7FTE) and the full-time salary noted above will be paid pro-rata.

Contact Officer: Helen Matthews (02) 5124 9124 helen.matthews@act.gov.au

APPOINTMENTS

Chief Minister, Treasury and Economic Development

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

Tanya Armstrong 858-55795, Section 68(1), 12 March 2019

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

Robert Dossor 858-68350, Section 68(1), 18 March 2019

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

Sandra Lea Kinnane 858-67382, Section 68(1), 7 March 2019

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

Helen Tremayne 704-38550, Section 68(1), 12 March 2019

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

Monika Ana Zupcic 846-86504, Section 68(1), 13 March 2019

Community Services

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

Cassie Coleman 853-76794, Section 68(1), 6 March 2019

Justice and Community Safety

Graduate Paramedic Intern \$67,706 plus penalties

Shane Alexander Orchard 858-65125, Section 68(1), 12 March 2019

Graduate Paramedic Intern \$67,706 plus penalties

Carolyn May Pearson 858-66873, Section 68(1), 12 March 2019

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

Mary Roberts 858-51954, Section 68(1), 14 March 2019

Graduate Paramedic Intern \$67,706 plus penalties

Jessica Rose 858-62629, Section 68(1), 12 March 2019

Canberra Health Services

Specialist Level 1- 5 \$164,470 - \$202,960

Harsha Chaminda Kankanamge 83821356, Section 68(1), 7 March 2019

Specialist Level 1- 5 \$164,470 - \$202,960

Ramila Dishani Varendran 82957315, Section 68(1), 7 March 2019

Specialist Level 1- 5 \$164,470 - \$202,960

Brenton Ross McKewin 84711730, Section 68(1), 7 March 2019

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

Angela Green 847-26350, Section 68(1), 11 March 2019

Technical Officer Level 1 \$54,720 - \$57,369

HONG MING HUANG 857-93619, Section 68(1), 7 March 2019

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

Daniel Miller 858-68414, Section 68(1), 12 March 2019

TRANSFERS

Canberra Health Services

Erin Gilligan: 799-85382

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

Canberra Health Services

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

Canberra Health Services, Canberra (PN. 22544) (Gazetted 3 January 2019)

Sarah Smith: 858-51508

From: Administrative Services Officer Class 2/3 \$52,991

Canberra Health Services

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

Canberra Health Services, Canberra (PN. 41126) (Gazetted 7 February 2019)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Shared Services ICT

Technology Services

Technical Services Delivery

Henry Clark: 844-85016

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 14290) (Gazetted 11 January 2019)

Shared Services

Technology Services Branch

Technical Service Delivery

Andrew Bryce Dunbar: 827-32327

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

Shared Services ICT

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 14318) (Gazetted 20 February 2019)

Shared Services ICT

Technology Services

Technical Services Delivery

Julian Favell: 853-47926

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 14412) (Gazetted 11 January 2019)

Community Services

Housing

Housing ACT

Tenant Experience

Helen Wright: 853-48195

From: Youth Worker 1/2 \$60,039 - \$72,175

Community Services

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

Community Services, Canberra (PN. 09058) (Gazetted 23 October 2018)

Education

School Performance and Improvement

School Improvement

Katherine McMahon: 733-19434

From: \$150,276 - \$180,443

Education

To: †School Network Leader \$188,425

Education, Canberra (PN. 42422) (Gazetted 7 September 2018)

Canberra Health Services

Zaneta Morton: 846-94352

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

Canberra Health Services

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

Canberra Health Services, Canberra (PN. 27903) (Gazetted 24 January 2019)

ACT Health

Corporate

Arlene Onio: 741-15257

From: Health Service Officer Level 3 \$48,385 - \$49,958

Canberra Health Services

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

ACT Health, Canberra (PN. 41828) (Gazetted 7 February 2019)