



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 09 November 2017**

## VACANCIES

### Calvary Health Care ACT (Public)

#### Nursing

##### **Clinical Development Nurse**

##### **Registered Nurse Level 2 Year 4 \$93,533, Canberra (PN: TBA)**

Gazetted: 15 November 2017

Closing Date: 19 November 2017

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

Contact Officer: Liam Caswell [liam.caswell@calvary-act.com.au](mailto:liam.caswell@calvary-act.com.au)

Reference: 16120

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

### Canberra Institute of Technology

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

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

#### **Student and Academic Services**

##### **Education Services**

##### **Director, Education Services**

##### **Manager Education Level 2 \$138,031, Canberra (PN: 14848)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: The CIT Director of Education Services will be expected to: Provide quality educational leadership in the management of education and related activities and support across CIT teaching areas. Identify and respond effectively to challenges arising from a constantly changing Vocational Education Training (VET), Higher Education and School education environment. Comply with education related regulatory frameworks including the VET Quality Framework, the Higher Education Standards Framework and the ACT *Board of Senior Secondary Studies Act 1997*. Deliver innovative educational programs which promote CIT as a quality provider of education. Manage the CIT Education Services branch to achieve performance measures through the effective management of teaching and general staff and other resources within the branch. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: All managers at Manager Education Level 2 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor), and an Advanced Diploma in Adult Learning and Development (or equivalent). Relevant industry experience is highly desirable, though this does not have to be in the discipline being supervised. Bachelor of Education, Management or relevant higher level qualification and additional postgraduate qualifications are highly desirable.

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

Contact Officer: Sue Maslen (02) 6207 4842 [sue.maslen@cit.edu.au](mailto:sue.maslen@cit.edu.au)

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

#### **CIT Corporate Services**

##### **CIT Training Initiatives Unit**

##### **Senior Manager**

##### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 38563)**

Gazetted: 13 November 2017

Closing Date: 20 November 2017

Details: Canberra Institute of Technology (CIT) is seeking an enthusiastic individual to provide high level leadership in the implementation and management of strategic policy and program initiatives in a Vocational Education and Training (VET) context and a detailed understanding of Australian Apprenticeships within the ACT region and nationally, including their impact on an organisation. CIT Training Initiatives Unit is dedicated to the administrative arrangements under CIT's Funding Agreement (ACTFA) to monitor, review and support the progress of Australian Apprentices. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Current driver's licence and a familiarity with Australian Apprenticeship systems and compliance requirements for the ACT would be advantageous.

Note: This is a temporary position available for a period of two years with the possibility of extension. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.

Contact Officer: Mr Alex Paterson (02) 6207 3105 alex.paterson@cit.edu.au

### **Trades Skills and Vocational Learning**

#### **Automotive, Metals and Logistics**

##### **Automotive Trades Teacher**

##### **Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 51960, several)**

Gazetted: 14 November 2017

Closing Date: 30 November 2017

Details: CIT is looking for an enthusiastic, innovative and qualified Automotive Teacher to join the CIT Automotive, Metals and Logistics team. This teacher role requires someone to facilitate quality educational outcomes and provide supportive learner pathways for students enrolled in the Automotive (Heavy Vehicle) qualifications. This includes working within the CIT quality training and assessment system. Students in the program include Australian Apprentices and as such compliance requirements overarching these students will be applied. In addition, as a CIT Teacher you will be required to maintain complete and accurate records of student activity and performance, and maintain and update student progress and other details on the Institutes Student Information Management System. To support teaching practice, CIT teachers are also supported to participate in professional development activities to maintain vocational currency, and you will be required to contribute to CIT's organisational culture through the promotion and modelling of CIT Cultural Traits. 'CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal and Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Mandatory Qualifications and/or registrations/licencing: New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications.

Appropriate Industry Competencies demonstrated by the following qualifications: Certificate III in Heavy Commercial Vehicle Mechanical Technology AUR31116 Certificate III in Mobile Plant Technology AUR31216.

Contact Officer: Steven McMahon (02) 6207 3818 steven.mcmahon@cit.edu.au

### **CIT Technology and Design**

#### **Horticulture and Floristry**

##### **Floristry Teacher**

##### **Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 22805)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Canberra Institute of Technology (CIT) is looking to recruit a qualified floristry teacher for delivery of programs at CIT Bruce. Under the general direction of the Head of Department Horticulture and Floristry, the teacher will be required to deliver educational programs ensuring students have the opportunity to achieve the required training outcomes. The teacher will also be required to develop valid assessment tools and learning resources, maintain complete and accurate student records on the student information management system and assist with participation in Floristry events and competitions. Additionally the successful candidate will need to represent the College in liaison with industry, to promote and support Training Package and qualification outcomes. Participate in marketing activities that promote the College training programs to school, industry and community, maintain currency of relevant training and industry changes through professional development activities. Attend meetings within and outside the Department, College and wider CIT as required and undertake educational and administrative tasks and other incidental duties as directed by the Head of Department. 'CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.'

Eligibility/Other Requirements: Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017, sub-Clause 40. New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015. Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience In accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017. All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Appropriate industry competencies demonstrated by the following qualifications: Certificate III in Floristry; Certificate IV in Floristry.

Note: This is a part-time temporary position available for a period of five years at 22:00 hours per week and the full-time salary noted above will be paid pro-rata. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements'. Contact Officer: Jane Cottee (02) 6207 8744 jane.cottee@cit.edu.au

#### **CIT Corporate Services**

#### **CIT Training Initiatives Unit**

#### **Quality Manual Administrator**

#### **Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 38334)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Canberra Institute of Technology (CIT) is seeking an enthusiastic individual to work with the Training Initiatives Unit (TIU) to monitor administrative functions to ensure compliance with the ACT Standards for the delivery of Training and the ACT Funding Agreement (ACTFA) for Australian Apprentices and other training initiatives funded in the ACT and update documented business processes and develop quality solutions to further ensure streamlined business processes and effective workflow through the ACTFA Quality Manual. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: A current driver's licence; familiarity with Australian Apprenticeship systems and compliance requirements for the ACT would be advantageous.

Note: This is a temporary position available for 12 months with the possibility of extension. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.

Contact Officer: Rikki Norris 0430 933 391 rikki.norris@cit.edu.au

**Chief Minister, Treasury and Economic Development**

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

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

**Workforce Capability and Governance**

**Public Sector Management**

**Workforce Governance**

**Senior Manager, Workforce Governance**

**Senior Officer Grade A \$137,415, Canberra (PN: 17359)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: The Workforce Capability and Governance Division within Chief Minister, Treasury and Economic Development (CMTEDD) provides strategic advice to the ACT Government on public sector employment; provides workforce planning and strategic support to the public sector agencies; supports the Head of Service, the Strategic Board and its sub-committees; and supports good governance in the public sector by developing effective policy, legislative and industrial frameworks. The Public Sector Management Group provides a central agency policy and advisory role for ACT public sector employment. As Senior Manager, Workforce Governance, you will lead the team responsible for developing and coordinating the implementation of projects that will provide strategic direction and leadership on issues including: workforce governance, public sector employment legislation and related policies and executive contract management. You will play a key strategic role in the branch leadership team and provide a high level of support to the ACT Remuneration Tribunal and other whole of Government committees.

Contact Officer: Judi Childs (02) 6205 0296 [judi.childs@act.gov.au](mailto:judi.childs@act.gov.au)

**Workforce Capability and Governance**

**Public Sector Management**

**Workforce Strategies**

**Senior Manager, Workforce Strategies**

**Senior Officer Grade A \$137,415, Canberra (PN: 35347)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: The Workforce Capability and Governance Division within Chief Minister, Treasury and Economic Development (CMTEDD) provides strategic advice to the ACT Government on public sector employment; provides workforce planning and strategic support to the public sector agencies; supports the Head of Service, the Strategic Board and its sub-committees; and supports good governance in the public sector by developing effective policy, legislative and industrial frameworks. The Public Sector Management Group provides a central agency policy and advisory role for ACT public sector employment. As Senior Manager, Workforce Strategies, you will lead the team responsible for the development and implementation of workforce strategies to deliver a modern agile, responsive and innovative ACT Public Service. You will play a key strategic role in the branch leadership team and develop and coordinate the implementation of projects that will provide strategic direction and leadership on issues including: investing in our staff, training and leadership development, improving workplace culture, workforce capability, performance development, recruitment, attraction and retention and inclusion employment.

Contact Officer: Judi Childs (02) 6205 0296 [judi.childs@act.gov.au](mailto:judi.childs@act.gov.au)

**Workplace Safety and Industrial Relations**

**Office of the Executive Director**

**Manager**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 02928)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: The Workplace Safety and Industrial Relations Division is seeking a highly capable senior manager to lead its Regulatory Policy Team, which is responsible for ensuring the effective operation of the Territory's work safety, workers' compensation, industrial relations, workplace privacy and dangerous goods laws. The Workplace Safety and Industrial Relations Division seeks an experienced work injury management professional to investigate public sector workers' compensation self-insurance options. If approved by Government, the successful applicant will also manage the development and delivery of a workers' compensation self-insurance operating model for the ACT public sector. Applicants should have a strong commitment to building a culture of care within the ACT public sector and to continuously improving medical and rehabilitation services for injured workers. Experience in personal injury contract management or service design are an advantage. 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: Whilst not mandatory, the following knowledge/experience/qualifications would be highly regarded: Qualifications and/or equivalent relevant experience in workplace safety would be an advantage.

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency.

Contact Officer: Mikaela Turner (02) 6207 7192 mikaela.turner@act.gov.au

## **Treasury**

### **Revenue Management Division**

#### **ACT Valuations Office**

##### **Valuer**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 34329, several)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: The ACT Valuation Office undertakes assessments of ACT land and property valuations for rating, property taxation and Lease Variation Charge purpose and perform associated valuations functions. The Office is seeking an experienced Valuer to provide detailed technical, professional, and/or policy advice in relation to complex valuations problems.

Note: The position is temporary part-time for three months at three days per week with the possibility of extension. The salary advertised will be paid pro-rata for part-time employees. Selection may be based on application and referee reports.

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

Applications should be sent to the contact officer.

Contact Officer: Carlo King (02) 6205 4863 carlo.king@act.gov.au

## **Shared Services ICT**

### **Business Application Management**

#### **CIT ICT**

##### **ICT Project Manager**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 17244)**

Gazetted: 10 November 2017

Closing Date: 24 November 2017

Details: The successful applicant will be required to develop and document project documentation including project plans, project schedules, customer proposals, project logs/registers, status reports, and variations. Demonstrate knowledge and understanding of information technology infrastructure issues and systems to manage, develop and implement multiple IT projects simultaneously. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Contact Officer: Deepansh Kwatra (02) 6205 2813 deepansh.kwatra@cit.edu.au

**Policy and Cabinet**

**Strategic Policy**

**Office for LGBTIQ Affairs**

**Policy Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 38639)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: We are looking for an energetic and motivated team player who is looking to use their understanding and knowledge of Lesbian, Gay, Bisexual, Transgender, Intersex and Queer (LGBTIQ) issues to make a difference in policy and program delivery. The ACT Office for LGBTIQ Affairs has a prominent role in the ACT Public Service leading and coordinating initiatives to promote the safety, inclusion and recognition of LGBTIQ Canberrans and strengthen Canberra's position as Australia's most LGBTIQ friendly city. The Office coordinates a whole of ACT Government and community approach for promoting Canberra as the most LGBTIQ friendly city in the country; engages relevant areas of government with subject matter expertise to implement legislative reform, promote inclusive events, and appropriately targeted services for LGBTIQ people; supports and engages with the LGBTIQ Ministerial Advisory Council on matters where the government is seeking advice and guidance; and provides policy advice to the ACT Chief Minister and Government on LGBTIQ matters. We are looking for someone to support our public engagement and stakeholder relations work. You must be highly organised, have outstanding relationship management skills and excellent communication skills. You must be comfortable liaising at all levels and also have a can-do attitude! Opportunities like this don't come around often so if you are passionate about LGBTIQ inclusion please apply. 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: Tertiary qualifications are advantageous but not essential for the role.

Note: Selection may be based on applications and referee reports only. Applications should consist of a supporting statement (maximum 1000 words) addressing the selection criteria, a Curriculum Vitae and contact details for at least one referee in addition to current supervisor contact details.

Contact Officer: David Momcilovic (02) 6205 0743 david.momcilovic@act.gov.au

**Revenue Management Division**

**Support - Finance**

**Rental Bonds**

**Team Leader**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 42525)**

Gazetted: 10 November 2017

Closing Date: 17 November 2017

Details: The Revenue Management Division is responsible for providing advice on revenue and taxation administration; management of the Territory's taxation base including the development of revenue and taxation legislation; compliance activities; debt management; administering the Territory's rates and land tax including valuations, remissions and rebates (pensioners); administering concessions and grants in the ACT; administering the Home Loan Portfolio; and administering residential tenancy rental bonds in the ACT. The Commissioner for ACT Revenue is a statutory position appointed, under the *Taxation Administration Act 1999*, by the Treasurer. The Rental Bonds Team is responsible for the receipt and management of residential tenancy rental bonds in the ACT under the *Residential Tenancies Act 1997* and the Residential Tenancies Regulation 1998. A Team Leader position is available to manage, supervise and train staff in the team and provide high level customer service to internal and external stakeholders. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

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

Contact Officer: Liza Briggs (02) 6205 0578 liza.briggs@act.gov.au

**Procurement, Property and Venues**

**Venues Canberra**

**National Arboretum Canberra  
Indigenous Horticulture Cadet**

**Cadet – Practical Training \$47,088 - \$51,800, Canberra (PN: 39358)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: The National Arboretum Canberra is looking for a motivated Indigenous Horticulture Cadet. The role's primary objective, under close supervision and with appropriate training, will undertake duties encompassing a range of horticultural activities and the theoretical training required to complete a Certificate III in Horticulture.

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

Note: This is a designated position in accordance with s42, *Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Contact Officer: Scott Saddler (02) 6205 5082 [scott.saddler@act.gov.au](mailto:scott.saddler@act.gov.au)

**Community Services**

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

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

**Strategic Policy**

**Office for Aboriginal and Torres Strait Islander Affairs  
Coordination and Engagement**

**Senior Manager**

**Senior Officer Grade A \$137,415, Canberra (PN: 34471)**

Gazetted: 14 November 2017

Closing Date: 30 November 2017

Details: The Office of Aboriginal and Torres Strait Islander Affairs will provide an enhanced coordination point for the ACT Government, and ensure that all business units within Government continue to work towards creating better outcomes for Aboriginal and Torres Strait Islanders. The Office provides strategic advice to the Minister for Aboriginal and Torres Strait Islander Affairs on issues affecting Aboriginal and Torres Strait Islander people living in the ACT. The Office coordinates a whole-of-government approach to issues affecting Aboriginal and Torres Strait Islander residents and provides secretariat and administrative support to the Aboriginal and Torres Strait Islander Elected Body and the ACT Public Service Strategic Board Subcommittee on Aboriginal and Torres Strait Islander Affairs. The Senior Manager Coordination and Engagement Team will lead the development of and provide high level advice and stakeholder engagement in Aboriginal and Torres Strait Islander Affairs in the ACT. The Senior Manager will prepare briefs, cabinet submissions, speeches and reports, as required by the Minister and Senior Executives. The successful applicant will demonstrate a sound knowledge of relevant legislation; and understanding of the ACT Aboriginal and Torres Strait Islander Whole of Government Agreement and COAG Indigenous reform agenda and policy impacts on Aboriginal and Torres Strait Islander community of the ACT.

Note: This is a designated position in accordance with s42, *Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Contact Officer: Robyn Forester (02) 6207 9352 [robyn.forester@act.gov.au](mailto:robyn.forester@act.gov.au)

**Corporate Services**

**Finance and Budget**

**Budget**

**Budget Manager**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 00297)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017



Details: This position manages the Budget Unit and is responsible for overall budgeting management, including strategic accounting, annual budget management, output statements and the development and implementation of financial policies. The position is responsible for ensuring compliance with legislation, accounting standards, guidelines and policies and ensuring that statutory reporting requirements are met. The position provides input into the Board of Management regarding the Directorate's budget and also provides leadership and direction across the Directorate regarding budget management. This position reports to the Financial Controller.

Eligibility/Other Requirements: Degree in Accounting or equivalent and Certified Practising Accountant/Chartered Accountant (CPA/CA qualifications and/or relevant tertiary qualifications in Accounting).

Contact Officer: Kate Ward (02) 6205 0874 kate.ward@act.gov.au

## **Housing and Community Services**

### **Housing ACT**

#### **Tenancy Operations**

#### **Intensive Support Housing Practitioner**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 37490)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Intensive Support Housing Practitioners are responsible for managing a portfolio of public housing tenancies and for providing advice, support and specialist information to assist clients to maintain their tenancy. The successful applicant must have the ability to provide case management services and intensive tenancy management skills to manage a wide range of concurrent complexities for clients. This position requires well developed interpersonal, communication (oral and written), leadership, negotiation and representation skills and the ability to prepare complex reports and correspondence.

Eligibility/Other Requirements: Experience in using a range of IT business and office applications. Qualifications in Social Housing and Homelessness or relevant studies. Is desirable. Current driver's licence essential. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This is a temporary position available until 30 June 2018.

Contact Officer: Fiona Scicluna (02) 6207 1251 fiona.scicluna@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.

## **Office of the Director-General**

### **Organisational Governance**

#### **Assembly Liaison Officer**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 09248)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Organisational Governance is seeking to fill a position which will have significant contact with directorate officers, requiring a high degree of sensitivity and confidentiality, as well as a highly responsive approach in responding to tight deadlines. This position is responsible for providing high-level advice on Legislative Assembly processes to the Directorate and Ministers' offices, and ensure that all Directorate assembly business is correct in terms of format, style, presentation, quality and matter of fact. This position will also manage the preparation of material for the Assembly and Assembly committees, including briefing material, Government submissions and responses to Assembly committees and replies to Questions on Notice and Questions Taken on Notice.

Note: This is a temporary position available until 12 October 2018. Selection may be based on application and referee reports only. An order of merit list may be established to fill future vacancies at level over the next 12 months. As this is a short term temporary position, the successful candidate must be available to start immediately. Please check with current supervisor about whether you would be released if successful for the position.

Contact Officer: Tracy Chester (02) 6205 0469 tracy.chester@act.gov.au

## **Office of the Director-General**

## **Organisational Governance**

### **Coordination Officer**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 09300)**

Gazetted: 09 November 2017

Closing Date: 16 November 2017

Details: Organisational Governance is seeking a high functioning Administrative Service Officer 6 organisational accountability officer. The position sits in Organisational Governance and is primarily involved in key management functions including planning, controlling, monitoring and delivery of government support documentation for the Community Services Directorate Executive and our Ministers. This includes the requirement to collate and coordinate a diverse range of high level information and documentation across the nine portfolio areas to ensure coherent delivery of responses to our Executive. The officer has significant contact with directorate officers, Executive and the Ministers' Offices requiring a high degree of sensitivity, as well as a highly responsive approach in responding to tight deadlines.

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency. Selection may be based on written applications and referee reports only. An order of merit may be established for filling temporary or permanent positions at level within the next 12 months from this process.

Contact Officer: Tracy Chester (02) 6205 0469 [tracy.chester@act.gov.au](mailto:tracy.chester@act.gov.au)

## **Cultural Facilities Corporation**

### **Canberra Museum and Gallery**

#### **Senior Curator Social History**

#### **Professional Officer Level 2 \$79,825-\$91,356, Canberra (PN: 43462)**

Gazetted: 10 November 2017

Closing Date: 17 November 2017

Details: Canberra Museum and Gallery (CMAG) is seeking a highly experienced curator to fill an expected vacancy in our Social History team. We're looking for an enthusiastic museum professional who possesses formal qualifications in Australian history, social history, cultural heritage or a related field. Ideally you will be knowledgeable about the history of Canberra, the ACT and the surrounding region. The right person for this full-time role will be experienced in the planning and delivery of exhibitions and your sound knowledge of collection management systems will be highly regarded. CMAG uses Vernon. An interest in, and understanding of Aboriginal and Torres Strait Islander peoples and their contribution to the history and cultural life of the ACT is desirable. Eligibility/Other Requirements: Degree or Diploma from an Australian Institution in Australian History, Social History or Cultural Heritage

Note: Applications can be forwarded to: Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email [CFC.HR@act.gov.au](mailto:CFC.HR@act.gov.au)

### **Canberra Theatre Centre**

#### **Marketing**

#### **Campaign Manager/Special Projects/Digital**

#### **Administrative Services Officer Class 4 \$66,656-\$72,175, Canberra (PN: 3507)**

Gazetted: 13 November 2017

Closing Date: 20 November 2017

Details: Canberra Theatre Centre is looking for a team member to join its busy Marketing Department. You will be responsible for running numerous marketing campaigns simultaneously for productions that are presenting at the venue to achieve maximum ticket sales. To be successful, you will have experience implementing marketing campaigns specifically for live entertainment as well as experience with website Wordpress CRM, data-mining, eDMs and online market research. This role requires you to work with minimal supervision and work with all other departments in the venue. This is a fast-past role with shifting deadlines and priorities that occur on a daily basis. You will be required work with strict budget computation and control. If this sounds like you, let us know.

Eligibility/Other Requirements: Degree In Marketing or related experience.

Note: A one year temporary contract with the possibility of a further contract or ongoing employment. Selection may be based on application and referee reports only.

Contact Officer: Suzanne Hannema 02 6243 5706 [suzanne.hannema@act.gov.au](mailto:suzanne.hannema@act.gov.au)

Applications can be forwarded to: Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email CFC.HR@act.gov.au

### **Education**

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

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

#### **Office for Schools**

##### **Belconnen**

##### **Aranda Primary School**

##### **Deputy Principal**

##### **School Leader B \$134,806, Canberra (PN: 04013)**

Gazetted: 10 November 2017

Closing Date: 24 November 2017

Details: Support the Principal to develop and achieve whole-school strategic goals and implement the school plan in conjunction with the school board. Assist the Principal to manage the human, financial and physical resources of the school to achieve optimal social and educational outcomes for all students.

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

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

Contact Officer: Phil Gray (02) 6142 3030 [phil.gray@ed.act.edu.au](mailto:phil.gray@ed.act.edu.au)

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

#### **Office for School**

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

##### **Amaroo School**

##### **Deputy Principal**

##### **School Leader B \$134,806, Canberra (PN: 04151)**

Gazetted: 10 November 2017

Closing Date: 24 November 2017

Details: This position will Support the Principal to develop and achieve whole-school strategic goals and implement the school plan in conjunction with the school board. Assist the Principal to manage the human, financial and physical resources of the school to achieve optimal social and educational outcomes for all students.

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

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

Contact Officer: Gai Beecher (02) 614 1266 [gai.beecher@ed.act.edu.au](mailto:gai.beecher@ed.act.edu.au)

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

#### **Office for Schools**

##### **Belconnen Network**

##### **Miles Franklin Primary School**

##### **Deputy Principal**

##### **School Leader B \$134,806, Canberra (PN: 39212)**

Gazetted: 09 November 2017

Closing Date: 21 November 2017

Details: Support the Principal to develop and achieve whole-school strategic goals and implement the school plan in conjunction with the school board. Assist the Principal to manage the human, financial and physical resources of the school to achieve optimal social and educational outcomes for all students.

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

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

Contact Officer: Chris Jones (02) 6205 7533 [chris.jones@ed.act.edu.au](mailto:chris.jones@ed.act.edu.au)

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

#### **Office for Schools**

##### **Tuggeranong Network**

##### **Calwell High School**

##### **Executive teacher Arts/Technology**

##### **School Leader C \$115,778, Canberra (PN: 25345)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: As a member of the Executive Team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Lead and manage the Arts/Technology learning area in the implementation of the Australian Curriculum and Positive Behaviour for Learning framework. Demonstrated expertise in formative assessment and differentiated learning is essential. The successful applicant will also have responsibility for organising whole school events.

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

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

Contact Officer: Bruce McCourt (02) 6205 6833 [bruce.mccourt@ed.act.edu.au](mailto:bruce.mccourt@ed.act.edu.au)

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

#### **Office for School**

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

##### **Amaroo School**

##### **Executive Teacher English 7-10**

##### **School Leader C \$115,778, Canberra (PN: 37437)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Provide leadership of the English faculty for years 7-10. Manage faculty resources to achieve optimal social and educational outcomes and ongoing support for all students. As a member of the Executive Team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan.

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 professional teaching registration with the ACT Teacher Quality Institute (or eligibility to obtain). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Gai Beecher (02) 6142 1266 [gai.beecher@ed.act.edu.au](mailto:gai.beecher@ed.act.edu.au)

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

**Office for schools**

**North /Gungahlin Network**

**Gold Creek School**

**School Leader C - Gold Creek School**

**School Leader C \$115,778, Canberra (PN: 18229)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: Gold Creek School is a P-10 school in the Gungahlin area that supports individualised learning through the implementation of International Baccalaureate programmes, as a framework for teaching the Australian Curriculum. An opportunity exists for an individual to join the leadership team on the 7 – 10 campus. As a member of the executive team: contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan; manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students and develop service learning and build increased student voice through both universal and selected approaches and lead the pastoral care of students in year 8 or 10.

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 professional teaching registration with the ACT Teacher Quality Institute (or eligibility to obtain). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Angela Spence (02) 61432 1301 [angela.spence@ed.act.edu.au](mailto:angela.spence@ed.act.edu.au)

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

**Office for Schools**

**Tuggeranong Network**

**Calwell High School**

**Executive Teacher - Positive Behaviour**

**School Leader C \$115,778, Canberra (PN: 13055)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Calwell High School is a leading Positive Behaviour for Learning (PBL) School in the ACT. We are seeking a highly skilled leader with substantial experience and expertise in PBL to lead and manage the ongoing successful implementation of this framework at the school. Applicants will need to demonstrate strong experience and understanding of PBL. They will also need to demonstrate skills and experience coordinating wellbeing/pastoral initiatives that support cultural change and increased student wellbeing and engagement at the whole school level. The successful applicant will co-lead our Student Wellbeing team with our Student Wellbeing Executive Teacher. A capacity to work collaboratively and closely with the Student Wellbeing Executive Teacher is essential.

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

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

Contact Officer: Bruce McCourt (02) 6205 6833 [bruce.mccourt@ed.act.edu.au](mailto:bruce.mccourt@ed.act.edu.au)

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

**Office for Schools**

**South Weston**

**Malkara School**

### **Executive Teacher**

#### **School Leader C \$115,778, Canberra (PN: 03676)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

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

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

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

Contact Officer: Allison Chapman (02) 6142 0266 [allison.chapman@ed.act.edu.au](mailto:allison.chapman@ed.act.edu.au)

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

### **Office for Schools**

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

#### **Yarralumla Primary**

#### **Classroom Teacher - English 5/6 - Yarralumla Primary School**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 34464)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Yarralumla Primary School is seeking an English 5/6 Classroom Teacher to teach full-time in a bilingual setting. The successful applicant will be working in a team teaching situation delivering the Australian Curriculum. Students at Yarralumla Primary School access the Australian curriculum 50% in English and 50% in Italian. The school is seeking an energetic and collaborative teacher who has outstanding interpersonal skills and experience in team teaching.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 29 January 2018 until 21 December 2018.

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

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

### **Schools**

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

#### **The Woden School**

#### **PE Teacher - The Woden School**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 25396)**

Gazetted: 14 November 2017

Closing Date: 21 November 2017

Details: The Physical Education (PE) curriculum aligns directly with the Australian Curriculum and the successful applicant will continue to ensure that strong connections are made to support health and wellbeing in a range of inclusive settings, sporting events and activities. Outdoor Education activities are part of this role. We are seeking a creative and resilient team player who will be required to play a leadership role to continually develop an adjusted and modified PE curriculum and support the whole school development of Positive Behaviours for Learning (PBL).

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

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.

Contact Officer: Penny Mims (02) 6142 0200 penny.mims@ed.act.edu.au

## **Schools**

### **South/Weston Network**

#### **The Woden School**

##### **Classroom Teacher - The Woden School**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04638, several)**

Gazetted: 14 November 2017

Closing Date: 21 November 2017

Details: We are seeking creative and resilient team players to join our supportive and collaborative team. The successful applicants will be required to work with and continually develop an adjusted and modified curriculum and support the whole school development of Positive Behaviours for Learning (PBL).

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: There are several full-time permanent positions available for filling. There is also one permanent part-time position available at 22.03 hours per week and the full-time salary noted above will be paid pro rata for part-time hours.

Contact Officer: Penny Mims (02) 6142 0200 penny.mims@ed.act.edu.au

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

## **Office for Schools**

### **North/Gungahlin**

#### **Lyneham Primary School**

##### **Classroom Teacher - Lyneham Primary School**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 02088, several)**

Gazetted: 14 November 2017

Closing Date: 21 November 2017

Details: Lyneham Primary School, requires a dynamic teacher to work collaboratively with staff and families, creating a positive learning environment. Using the Australian curriculum and an Inquiry Framework with emphasis on Literacy, Numeracy and working in a team.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. 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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 29 January 2018 until 21 December 2018 with the possibility of extension and/or permanency.

Contact Officer: Annamaria Zuffo (02) 6205 6511 annamaria.zuffo@ed.act.edu.au

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

## **Office for schools**

**South/Weston Network**

**Yarralumla Primary School**

**Classroom Teacher - Italian**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 15683)**

Gazetted: 09 November 2017

Closing Date: 1 December 2017

Details: Yarralumla Primary School is seeking an Italian Classroom Teacher to teach full-time in a bilingual setting. The successful applicant will be working in a team teaching situation delivering the Australian Curriculum through Italian Language. The school is seeking a native or near native speaker with primary school experience and knowledge of Content and Language Integrated Learning (CLIL) methodology.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 26 January 2018 until 21 December 2018.

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

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

**School Performance and Support Division**

**Student Engagement**

**Murrumbidgee Education and Training Centre**

**Classroom Teacher – General Education**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 18367)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: An exciting opportunity exists for a primary or secondary school trained teacher to make a difference in the lives of young people at Bimberi Youth Justice Centre. The teacher will support students develop their literacy, numeracy and social emotional skills. The teacher will be familiar in using Individual Learning Plans to support the learning of young people. The school is based on the Circle of Courage and all staff help young people develop mastery, belonging, independence and generosity in their lives. There is the possibility of this role being extended or being made substantive.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 26 January 2018 until 26 January 2019 with the possibility of extension and/or permanency.

Contact Officer: Dave Bromhead (02) 6205 7170 david.bromhead@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.

**Office for School**

**South/Weston Network**

**Duffy Primary School**

**Classroom Teacher K-6**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 05865)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Duffy Primary School is a community school for students from Preschool to Year Six working in partnership with parents to provide educational programs and facilities of the highest quality for all our students. The school is



committed to the provision of a contemporary curriculum based on the core competencies of literacy and numeracy, through integrated inquiry units of study. Applicants, who work collaboratively, can promote school initiatives and a culture of collegial reflective practice, are encouraged to apply to join our team.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. 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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 27 January 2018 until 26 January 2019.

Contact Officer: Sarah Harris (02) 6205 6022 sarah.harris@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.

### **South/Weston Network**

#### **Hughes Primary School**

#### **Classroom Teacher - Hughes Primary School**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 03402, several)**

Gazetted: 10 November 2017

Closing Date: 24 November 2017

Details: Hughes Primary School is a Primary to Year 6 school also housing the Southside Primary Introductory English Centre and an Learning Support Unit Autism (LSUA). The school has a strong focus on inquiry learning and curriculum differentiation. Potential applicants should have a sound knowledge of the Australian Curriculum and be supportive of a collaborative planning and team teaching model. Applicants should be able to demonstrate their capacity to build effective relationships with students and their families.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: There are several permanent positions available for filling. Selection may be based on written application and referee reports only.

Contact Officer: Nina McCabe (02) 6205 5699 nina.mccabe@ed.act.edu.au

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

### **Office for Schools**

#### **North Canberra Gungahlin**

#### **Ngunnawal Primary School**

#### **Classroom Teacher - Preschool**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 18466)**

Gazetted: 10 November 2017

Closing Date: 20 November 2017

Details: Ngunnawal Primary is a large Primary to Year 6 School in Gungahlin. The school operates as a Professional learning Community where differentiation and collegiality is valued. A vacancy exists for a highly motivated preschool teacher with Early Childhood qualifications.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 27 January 2018 until 26 January 2019.

Contact Officer: Anna McGown (02) 6142 1500 anna.mcgown@ed.act.edu.au

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

**Office for Schools**

**North Canberra Gungahlin**

**Ngunnawal Primary School**

**Classroom Teacher K-6**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04656)**

Gazetted: 10 November 2017

Closing Date: 20 November 2017

Details: A vacancy exists for a highly motivated Kindergarten to Year 6 Teacher. Ngunnawal Primary is a large Primary to Year 6 School in Gungahlin. The school operates as a Professional learning Community where differentiation and collegiality is valued.

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 mandatory. For further information on Working with Vulnerable People registration refer to

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

Note: This is a temporary position commencing 27 January 2018 until 21 January 2019.

Contact Officer: Anna McGown (02) 6142 1500 [anna.mcgown@ed.act.edu.au](mailto:anna.mcgown@ed.act.edu.au)

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

**Office for Schools**

**Tuggeranong Network**

**Wanniassa School**

**K to 6 Classroom Teacher**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 05832)**

Gazetted: 10 November 2017

Closing Date: 21 November 2017

Details: Wanniassa Primary to Year 10 (P-10) School is seeking a dynamic, energetic and passionate Classroom Teacher to work at the Junior Campus of our P-10 school. The successful applicant will have strong skills in collaboration, actively engage in professional teams across the school and contribute to the corporate life of the school. The successful applicant will form positive and productive relationships with students, staff and the community. They will continue and create further opportunities to engage with parents, families and the wider community. The teacher will be a high performing teacher designing learning to improve outcomes for all students to ensure they achieve their potential. The successful applicant will also demonstrate commitment to the P-10 vision of Wanniassa School and have the opportunity to form a broad range of professional teams and networks.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Cymantha Cantrill (02) 6205 7566 [cymantha.cantrill@ed.act.edu.au](mailto:cymantha.cantrill@ed.act.edu.au)

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

**Office for Schools**

**South/Weston Network**

**Alfred Deakin High School**

**Maths + 1 other**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04701)**

Gazetted: 09 November 2017

Closing Date: 22 November 2017

Details: We are seeking a Maths Teacher for years 7 – 10 who is a passionate educator to enhance our learning community. The successful applicant will be part of an exciting, innovative and energetic school where Bring Your Own Device (BYOD) and Google Apps for Education (GAPE) are firmly embedded. It would be an advantage to have another subject area to teach.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Belinda Bartlett (02) 6142 3888 belinda.bartlett@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.

### **Tuggeranong**

#### **Monash School**

##### **Learning Support Unit – Classroom Teacher**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 05692)**

Gazetted: 09 November 2017

Closing Date: 14 November 2017

Details: Monash School is a community based school committed to providing high quality learning opportunities for all. We are seeking a team player who is innovative and passionate about teaching students with additional needs. The successful applicant will be required to adjust and modify the curriculum within an LSU environment in line with the school vision of inclusive practices.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Shane Carpenter (02) 6142 1660 shane.carpenter@ed.act.edu.au

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

### **Office for School**

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

##### **Duffy Primary School**

##### **Classroom Teacher - Preschool - Duffy Primary School**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 08648)**

Gazetted: 10 November 2017

Closing Date: 24 November 2017

Details: Duffy Primary School is a community school for students from Preschool to Year Six working in partnership with parents to provide educational programs and facilities of the highest quality for all our students. The school is committed to the provision of a contemporary curriculum based on the core competencies of literacy and numeracy, through integrated inquiry units of study. Applicants, who work collaboratively, can promote school initiatives and a culture of collegial reflective practice, are encouraged to apply to join our team.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. 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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 27 January 2018 until 26 January 2019.

Contact Officer: Sarah Harris (02) 6205 6022 sarah.harris@ed.act.edu.au  
Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

**Office for Schools**

**Belconnen Network**

**Miles Franklin Primary School**

**Classroom Teacher - Miles Franklin Primary School**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 34760, several)**

Gazetted: 09 November 2017

Closing Date: 21 November 2017

Details: Opportunities exist for classroom teachers to work in an authorised International Baccalaureate (IB) World School delivering the PYP (Primary Years Programme). We offer straight age classes, excellent ICT resources, collaborative teams and IB accredited training. We have three positions available from K-6 with flexibility for the successful applicants to be placed in lower or upper primary depending on their skills and preferences.

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

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

Note: These are temporary positions commencing 27 January 2018 until 26 January 2019.

Contact Officer: Chris Jones (02) 6205 7533 chris.jones@ed.act.edu.au

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

**Office for Schools**

**South/Weston Network**

**Alfred Deakin High School**

**Digital Technology + 1 other**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 03917)**

Gazetted: 09 November 2017

Closing Date: 21 November 2017

Details: We are seeking a Digital Technology Teacher for years 7 – 10 who is a passionate educator to enhance our learning community. The successful applicant will be part of an exciting, innovative and energetic school where Bring Your Own Device (BYOD) and Google Apps for Education (GAPE) are firmly embedded with specialist IT facilities to teach the electives of coding, web applications and computing. It would be an advantage to have another subject area to teach.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Belinda Bartlett (02) 6142 3888 belinda.bartlett@ed.act.edu.au

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

**Office for Schools**

**North Canberra Gungahlin**

**Ngunnawal Primary School**

**PE Release Teacher K-6**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 34556)**

Gazetted: 10 November 2017

Closing Date: 20 November 2017

Details: Ngunnawal Primary School is allocated in the Gungahlin region of the ACT. We are seeking an experienced and highly motivated teacher to teach Physical Education and Sport as a release program across the Kindergarten to Year 6 setting.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 27 January 2018 until 21 December 2018.

Contact Officer: Anna McGown (02) 6142 1500 [anna.mcgown@ed.act.edu.au](mailto:anna.mcgown@ed.act.edu.au)

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

### **Office for Schools**

#### **Tuggeranong Network**

#### **Bonython Primary School**

#### **Learning Support Unit (Autism) Teacher**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 39410)**

Gazetted: 09 November 2017

Closing Date: 22 November 2017

Details: Bonython Primary is an inquiry learning school who believe in real learning in real context. Interested applicants should have experience of working with children with autism or in a special education setting. A strong classroom practitioner with sound pedagogical knowledge of inquiry learning and formative assessment; ability to work as part of a collaborative special needs team; experience working with learning plans and making reasonable adjustments to individual programs. Working closely with families, therapists and other outside agencies to support to the needs of the students.

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

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

Note: This is a permanent full-time position in a new Learning Support Unit for Autism (LSUA). This position will commence at the beginning of the 2018 school year.

Contact Officer: Greg Terrell (02) 6142 0640 [gregory.terrell@ed.act.edu.au](mailto:gregory.terrell@ed.act.edu.au)

### **Tuggeranong**

#### **Monash School**

#### **Classroom Teacher - Primary**

#### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 14894)**

Gazetted: 09 November 2017

Closing Date: 14 November 2017

Details: Monash School is a community based school committed to providing high quality learning opportunities for all students within an inclusive K-6 environment. We are seeking a dynamic team player who is innovative and passionate about teaching in our collaborative team. The successful applicant will be required to demonstrate strong inclusive practices in a mainstream setting and will be willing to work collaboratively in a team.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. 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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Shane Carpenter (02) 6142 1660 [shane.carpenter@ed.act.edu.au](mailto:shane.carpenter@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.

**Tuggeranong**

**Monash School**

**Physical Education – Classroom Teacher**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 08565)**

Gazetted: 09 November 2017

Closing Date: 14 November 2017

Details: Monash School is a community based school committed to providing high quality learning opportunities for all students within an inclusive K-6 environment. We are seeking a team player who is innovative and passionate about teaching Physical Education and Health in a release role across the school. The successful applicant will be required to plan, adjust and modify lessons using the Australian Curriculum.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Shane Carpenter (02) 6142 1660 shane.carpenter@ed.act.edu.au

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

**Office for Schools**

**Belconnen Network**

**Florey Primary School**

**Early Childhood Teacher P-3**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 13215)**

Gazetted: 09 November 2017

Closing Date: 21 November 2017

Details: Florey Primary School is seeking dynamic, engaging educators to join our team. Florey Primary school is a Professional Learning Committee (PLC) that supports all teachers to improve as educators. As a Positive Behaviour for Learning (PBL) school we engage students to improve both academically and as contributing members of society.

Eligibility/Other Requirements: Early Childhood Qualifications. 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 mandatory. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

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.

Contact Officer: Felicity Bruce (02) 6205 8011 felicity.bruce@ed.act.edu.au

**Office for Schools**

**Belconnen Network**

**Florey Primary School**

**Classroom Teacher K-6**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04920)**

Gazetted: 09 November 2017

Closing Date: 20 November 2017

Details: Florey Primary School is seeking a dynamic, engaging educator to join our team. Florey Primary School is a Professional Learning Community (PLC) that supports all teachers to improve as educators. As a Positive Behaviour

for Learning (PBL) school we engage students to improve both academically and as contributing members of society.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

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.

Contact Officer: Felicity Bruce (02) 6205 8011 felicity.bruce@ed.act.edu.au

#### **Office for Schools**

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

##### **Alfred Deakin High School**

##### **Science + 1 other**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 04945)**

Gazetted: 09 November 2017

Closing Date: 23 November 2017

Details: We are seeking a Science Teacher for years 7 – 10 who is a passionate educator to enhance our learning community. The successful applicant will be part of an exciting, innovative and energetic school where Bring Your Own Device (BYOD) and Google Apps for Education (GAPE) are firmly embedded. It would be an advantage to have another subject area to teach.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Belinda Bartlett (02) 6142 3888 belinda.bartlett@ed.act.edu.au

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

#### **Office for Schools**

##### **Tuggeranong Network**

##### **Wanniassa School**

##### **Preschool Teacher**

##### **Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 18638)**

Gazetted: 09 November 2017

Closing Date: 21 November 2017

Details: Wanniassa P-10 School is seeking a passionate, energetic and collaborative educator for our Preschool. The successful applicant will establish strong and effective working partnerships with families and the community and continue the high level of parental engagement with our Preschool and beyond. The teacher will have strong skills and capacity in developing, implementing and evaluating relevant educational programs in line with the National Quality Framework and the Early Years Learning Framework. The successful applicant will contribute to the P-10 vision of Wanniassa School and work collaboratively within the Preschool and across the wider school community.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position commencing 27 January 2018 until 26 January 2019 with the possibility of extension.

Contact Officer: Cymantha Cantrill (02) 6205 7566 [cymantha.cantrill@ed.act.edu.au](mailto:cymantha.cantrill@ed.act.edu.au)  
Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

**Office for Schools**

**South Weston Network**

**Curtin Primary School**

**Classroom Teacher - Curtin Primary School**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 16449)**

Gazetted: 09 November 2017

Closing Date: 20 November 2017

Details: Curtin Primary requires a dynamic K-2 Classroom Teacher. The teacher will be committed to collaborative practice and demonstrate capacity to differentiate across a full range of abilities. With a commitment to wellbeing, the teacher will build relationships with all students, staff and parents. Curtin Primary uses a conceptual inquiry model which enables flexibility in classroom delivery.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: Selection may be based on written application and referee reports only. This position commences 29 January 2018.

Contact Officer: Merryn O’Dea (02) 6205 5622 [Merryn.O’Dea@ed.act.edu.au](mailto:Merryn.O’Dea@ed.act.edu.au)

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

**Office for Schools**

**South Weston Network**

**Curtin Primary School**

**Classroom Teacher - Curtin Primary School**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 35468)**

Gazetted: 09 November 2017

Closing Date: 20 November 2017

Details: Curtin Primary requires a dynamic upper primary Classroom Teacher. The teacher will be committed to collaborative practice and demonstrate capacity to differentiate across a full range of abilities. With a commitment to wellbeing, the teacher will build relationships with all students, staff and parents. Curtin uses a conceptual inquiry model which enables flexibility in classroom delivery.

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 mandatory. For further information on Working with Vulnerable People registration refer to -

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

Note: This position commences 29 January 2018. Selection may be based on written application and referee reports only.

Contact Officer: Merryn O’Dea (02) 6205 5622 [Merryn.O’Dea@ed.act.edu.au](mailto:Merryn.O’Dea@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.

**Business Services Division**

**Governance and Community Liaison**

**Ministerial and Commonwealth Relations**

**Ministerial Officer**



**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 35230)**

Gazetted: 09 November 2017

Closing Date: 28 November 2017

Details: The Ministerial and Commonwealth Relations Unit of the Education Directorate is seeking applications for the position of Ministerial Officer. The Ministerial Officer position reports to the Manager and focuses on inter-governmental coordination, ministerial weekly briefings and correspondence. The key focus of the unit is: providing support to the Minister; supporting the Senior Executive Team and Directorate by coordination of all material related to Cabinet, Assembly and Ministerial processes. The successful applicant will be able to develop and maintain strong professional relationships with colleagues within and across Government and the education sector. They will also manage issues of sensitivity and confidentiality and prepare written correspondence and briefs. The Ministerial Officer will assist on policy, program and service development projects and research as required.

Contact Officer: Chris Jones (02) 6207 0333 [chrisd.jones@act.gov.au](mailto:chrisd.jones@act.gov.au)

**Business Services**

**Strategic Finance**

**Schools Finance**

**Senior Finance Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 17490)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: The Schools Finance section is looking for an enthusiastic and experienced finance officer to work within their team. Experience with general school finance procedures and banking are required, the officer will work directly with the Assistant Manager on the Finance Help Desk and perform other administrative tasks.

Eligibility/Other Requirements: Must have experience in MAZE finance

The initial opportunity is for a period of up to ten weeks to backfill whilst formal recruitment is undertaken.

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

Applications should be sent to the contact officer.

Note: This is a temporary position available from 10 January 2018 to 28 March 2018

Contact Officer: Sue Janssens (02) 6205 5480 [sue.janssens@act.gov.au](mailto:sue.janssens@act.gov.au)

**School Performance and Improvement**

**Tuggeranong School Network**

**Namadgi School**

**Laboratory Assistant**

**School Assistant 3 \$51,053 - \$54,947, Canberra (PN: 20785)**

Gazetted: 10 November 2017

Closing Date: 17 November 2017

Details: The successful applicant must have a demonstrated knowledge of the management of all aspects of a Secondary School science faculty, including chemical management, set up for practicals, and maintaining assets and equipment. The successful applicant will also be required to do all the ordering for the Science faculty and be prepared to assist in classroom, laboratory and administration when required.

Eligibility/Other Requirements: First Aid Certificate or a willingness to undertake appropriate training and Certificate III or equivalent e.g. Laboratory Skills are desirable. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to -

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

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

Contact Officer: Annette Lazarus (02) 6142 0900 [annette.lazarus@ed.act.edu.au](mailto:annette.lazarus@ed.act.edu.au)

**Office for Schools**

**North Gungahlin Network**

### **Lyneham High School**

#### **Administrative Assistant (Excursions)**

#### **School Assistant 2 \$45,058 - \$49,757, Canberra (PN: 37049)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Lyneham High School is seeking a highly motivated person to fill the position of Administrative Assistant (Excursions). The successful applicant will work closely with the Deputy Principal (Staffing) to ensure that excursion procedures are followed and excursions spreadsheets are up to date. The successful applicant will liaise successfully with students, families and staff; provide administrative support to staff throughout the school; and work flexibly and effectively as part of a collaborative administrative team.

Eligibility/Other Requirements: First Aid Certificate or a willingness to undertake appropriate training is highly desirable. Experience working in a Secondary School setting and excellent communication skills; certificate III or equivalent eg. Business Administration (Education) is desirable. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Kathryn Cheshire (02) 6205 6410 [kathryn.cheshire@ed.act.edu.au](mailto:kathryn.cheshire@ed.act.edu.au)

### **School Performance and Improvement**

#### **Belconnen Network**

#### **Belconnen High School**

#### **Administrative Support**

#### **School Assistant 2 \$45,058 - \$49,757, Canberra (PN: 00653)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: Belconnen High School is seeking applications for an Administrative Assistant to work as part of a collaborative team in the administration area. The position requires a flexible, passionate and motivated individual to provide high-level administrative support with highly developed skills and abilities. The successful applicant will have proven excellence in customer service and demonstrated high level competence in time management, managing and prioritising administrative tasks and be highly proficient in the use of a variety of computer applications including, spread sheet, word processing and databases. Under the direction of the Business Manager the successful applicant will undertake a variety of administrative support to help reduce teacher workload through student services.

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

Note: This is a permanent position commencing 27 January 2018. Selection may be based on written application and referee reports only.

Contact Officer: Maree Hardwicke (02) 6142 1690 [maree.hardwicke@ed.act.edu.au](mailto:maree.hardwicke@ed.act.edu.au)

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

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

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

#### **Executive Director, Urban Renewal**

#### **Executive Level 2.4 \$256,039 - \$267,315 depending on current superannuation arrangements, Canberra (PN: E1030)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: The Environment, Planning and Sustainable Development Directorate (EPSDD) is responsible for developing and implementing sustainability policies and programs, including those relating to climate change,

energy, nature conservation, environment protection, heritage and water. It administers the Territory Plan and is responsible for spatial planning, planning approvals and sustainable urban design. The directorate includes: the ACT Parks and Conservation Service; the Asbestos Response Taskforce; and the Public Housing Renewal Taskforce. EPSDD is seeking to fill the role of Executive Director, Urban Renewal. The Urban Renewal Division is responsible for the delivery of projects and programs including significant development of Government-owned land for release for residential, commercial, industrial, community and urban purposes.

The Executive Director, Urban Renewal, will provide leadership and direction to the division. The division will comprise of: The Asbestos Response Taskforce; Strategic Projects and Infrastructure; The Public House Renewal Taskforce; and Urban Projects. The position will report directly to the Deputy Director-General, Sustainability and the Built Environment.

This position is also responsible for leading a positive culture, collaboration across areas to, inclusively operationalise sound governance and risk management behaviours across the directorate.

Applicants should note that this position may need to take on new responsibilities during the contract term as the Asbestos and Public Housing Renewal Taskforces will have completed their work within the next few years.

Remuneration: The position attracts a remuneration package ranging from \$256,039 to \$267,315 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$205,013.

Contract: The successful applicant will be offered a contract of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Contact Officer: Geoffrey Rutledge, Deputy Director-General Sustainability and the Built Environment, EPSDD  
geoffrey.rutledge@act.gov.au (02) 6207 5001

## **Environment**

### **Parks and Conservation Service**

#### **Community and Visitor Programs**

#### **Tidbinbilla Visitor Information Centre Upgrade Manager**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39543)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: An exciting opportunity exists for a temporary full time tourism project manager to oversee the management of the Tidbinbilla Visitor Information Centre upgrade. The fast-paced role is an excellent opportunity to collaborate with our diverse community partners to bring to life a new vision for national park visitor information centres. It will involve applying your service design skills with cutting edge technologies to drive exceptional customer service to our visitors. You will be coordinating the efforts of consultants associated with cutting edge digital content development, content management systems, and staff customer service training packages. We want to win a national tourism award for our new centre, so if you are well suited to innovative thinking in contemporary visitor services, while delivering projects in a challenging environment we'd love to hear from you! You will be rewarded with excellent views, lovely colleagues and frequent opportunities to get up close and personal with some of Australia's threatened species.

Eligibility/Other Requirements: The successful applicant may be required to work across multiple locations including Tidbinbilla Nature Reserve and wear a uniform.

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

Contact Officer: Mikaela Jade (02) 6205 9544 mikaela.jade@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>**

### **Deputy Director-General, Policy and Government Relations**

#### **Executive Level 2.6 \$313,260 - \$327,383 depending on current superannuation arrangements, Canberra (PN: E893)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: ACT Health is seeking a highly skilled and motivated professional to lead its Policy and Government Relations Division. The Policy and Government Relations Division is the strategic centre for public policy advice to our Ministers. The division is responsible for leading and coordinating strategic initiatives and health policy development across ACT Health to ensure that health service delivery is patient-centred, seamless, timely and cost effective. The Deputy Director-General is a critical leadership role, responsible for driving and overseeing high level strategic policy on all funded services across the directorate. The successful applicant will be expected to display excellent management skills, political acumen and the capacity to drive and strengthen relationships with key internal and external stakeholders. The successful applicant will also need to demonstrate an excellent knowledge of the ACT Health system and health systems nationally and internationally. Applications are encouraged from executives with previous experience working in the health sector, strategic business management experience and the leadership, maturity and professional credibility to enable success in growing ACT Health's delivery of service and profile.

**Eligibility/Other Requirements:**

**Mandatory:** Relevant Tertiary qualifications. Previous experience in leading and driving reform, developing and implementing high level strategy and evidence of achievement in that context. As well as a detailed understanding of leadership, financial risk management, strategic direction-setting and the challenges facing modern healthcare service delivery.

**Desirable:** Extensive knowledge and experience in contemporary management. Previous experience in managing within a large healthcare setting.

**Remuneration:** The position attracts a remuneration package ranging from \$313,260 to \$327,383 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$256,796.

**Contract:** The successful applicant will be offered a contract of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

**Contact Officer:** Further information about the position is available from Ms Vanessa Dal Molin (02) 620 79532 [vanessa.dalmolin@act.gov.au](mailto:vanessa.dalmolin@act.gov.au)

**Deputy Director General TCH and Health Services  
Surgery, Oral Health and Medical Imaging  
Medical Staff**

**Senior Specialist - Pain Management Unit**

**Senior Specialist \$222,205, Canberra (PN: TBA)**

Gazetted: 16 November 2017

**Closing Date:**

**Overview of the work area and position:** The Division of Surgery, Oral Health is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions/Extended Day Surgery Unit, Medical Imaging, specialist surgical ward areas, medical and nursing Outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. Applications are invited for the above position of Pain Medicine to join the Department of Anaesthesia and Pain Management at Canberra Hospital in the Australian Capital Territory. The Pain Management Unit is well established, serving the Territory and the surrounding region. It is a truly multidisciplinary team consisting of Specialist in Pain, Anaesthesia and Rehabilitation Medicine, clinical Psychologists, Physiotherapists, Occupational Therapists and well experienced and dedicated nursing staff. The opportunity for procedural work is available. The Pain Management Unit runs a range of multidisciplinary educational sessions as well as an established medium and high intensity pain management program. The Unit takes part in the undergraduate and postgraduate training program of the Australian National University and University of Canberra.

**Salary, Remuneration and Conditions:** Senior Specialist: \$222,205. Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, \$356,505.

**Eligibility/Other Requirements:** Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Faculty of Pain Medicine, Australian and New Zealand College of Anaesthetists (FFPMANZCA) or an equivalent higher specialist qualification. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Candidates in last six months of Fellowship are welcome to apply.

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

Note: This position is permanent part-time at 30 hours per week.

Contact Officer: See special requirements 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

## **Quality Governance and Risk**

### **Clinical Safety and Quality**

#### **Patient Safety Unit**

#### **Senior Operational Manager**

#### **Senior Officer Grade A \$137,415, Canberra (PN: 17319)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Quality, Governance and Risk Division is a newly formed Division focusing on ACT Health's strategic approach to patient safety, quality, governance and risk with a focus on continuous quality improvements. The Deputy Director-General, Quality, Governance and Risk is leading on the development of the ACT Health Quality Strategy and this role will undertake a key leadership role in supporting its delivery. The Division will provide strategic leadership, oversight and advise on ACT Health's Quality approach to deliver Person-Centred, Safe and Effective Care and developing a Culture of Continuous Quality Improvement. As well as providing strategic frameworks in quality, governance and risk across ACT Health. Branches within the Quality, Governance and Risk Division are: Audit, Risk Management and Compliance Branch; Workplace Safety Branch; Legal and Insurance Branch; Clinical Quality and Safety Unit, and Quality Branch.

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

Contact Officer: Jane Murkin (02) 6207 7880 jane.murkin@act.gov.au

## **Corporate**

### **Digital Solutions**

#### **Data Repository and Report**

#### **Senior Manager, Data Repository and Reporting Hub**

#### **Senior Officer Grade A \$137,415, Canberra (PN: 33919)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Digital Solutions Division is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities. The Digital Solutions Division is responsible for the: Development, implementation and support of the Digital Health Strategy.; management of technology services and coordination of technology projects; management of the relationship and service delivery by Health Directorate technology vendors; development, implementation and maintenance of technology policies and procedures; ensuring Health Directorate information security. Overview of the work area and position: The Technology Operations Branch is responsible for the delivery of technology services (including devices, computers, infrastructure and applications) to the Health Directorate, our patients, stakeholders and partners. The Branch is responsible for all technology operational matters across the Directorate and works closely with our Shared Services Information and Communication Technology (ICT) partner, technology vendors and subject matter experts to deliver high quality technology services on a 24/7 basis to support the Health Directorate's operations. The Technology portfolio encompasses all manner of technology from equipment that monitors and treats patients in real-time through to clinical business applications, critical communications and infrastructure to standard end-user equipment and services such as telephony and standard administrative computing applications and hardware.

Eligibility/Other Requirements: Mandatory: Minimum of five years experience in data analytics and data repositories; minimum of five years of experience in the technology sector; and professional membership of the Australian Computer Society (ACS) including assessment at a level of 'Certified Professional' or the ability to obtain such membership and certification level prior to commencing in the role. Desirable: Tertiary Qualifications in Information and Communication Technology (ICT); experience in and/or knowledge of the Health environment including an understanding of hospital systems would be an advantage. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Peter McNiven (02 6205 3852 peter.mcniven@act.gov.au)

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

#### **Chief Allied Health Office**

#### **Profession Leads – Nutrition, Occupational Therapy, Physiotherapy and Social Work**

#### **Health Professional Level 5 \$118,319 to \$133,197 (via top up from a HP4 to a HP5 level)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the Work Area and Position: The Chief Allied Health Office (CAHO) provides professional and strategic leadership, advice and advocacy to the ACT Government in relation to allied health related matters. Under the leadership of the Chief Allied Health Officer, these positions are accountable for professional leadership, strategic planning and workforce development for their profession across ACT Health. These positions are temporary, part-time for a 9 month tenure period with possibility of extension. Applicants will need to demonstrate as part of their application significant hospital and/or community health experience in their allied health professional group. Applicants will also need to demonstrate capacity to undertake the additional responsibilities of the Profession Lead role alongside their existing allied health position. The intention is that successful applicants to these roles will retain their current operational reporting lines and responsibilities and professionally report to the ACT Health Chief Allied Health Officer.

Qualifications/Other Requirements: For registered professions Appropriate qualification in the relevant profession and hold current registration with the Australian Health Practitioner Regulation Agency (AHPRA). For self-regulated professions appropriate qualification in the relevant profession, and eligible for membership of the relevant professional association. Highly desirable: Membership of the relevant professional association and relevant post-graduate qualification(s). Please note prior to commencement successful candidates may be required to: Undergo a pre-employment Police check; comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals; and comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

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

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

#### **ACT Chief Nurse**

#### **Allied Health Student Clinical Placement Officer**

#### **Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 18726)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a

partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Clinical Placement Office is part of the Office of the ACT Chief Nurse and coordinates clinical placements for nursing, midwifery, medical and allied health students in accordance with the Deeds and Schedules that exist with education providers. Under the broad direction of the Clinical Placement Office Manager, you will provide coordination and monitoring of allied health student clinical placements across ACT Health, supporting the Allied Health Clinical Education Coordinator in the development of allied health education across the organisation. You will provide advice to education providers and students in relation to the student record system and assist with auditing, data analysis and reports.

Eligibility/Other Requirements: Mandatory: Appropriate allied health professional qualification in a CHHS recognised Allied Health Profession. For applicants from a regulated allied health profession evidence of current registration with the relevant National Board. Desirable: A broad knowledge of allied health professions.

Willingness to take a lead in the development of the student clinical placement on line management system.

Demonstrated knowledge and experience in using Information Technology Computer systems, including maintenance of data integrity within ACT Health databases. Proven ability to analyse and report about statistical data applications. Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*, Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: This is part-time temporary position available at 32 hours per week for a period of 12 months with the possibility of extension and/or permanency and the full-time salary noted above will be paid pro rata. Selection may be from application and referee report only.

Contact Officer: Sian Finch (02) 6174 5127 sian.finch@act.gov.au

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

##### **Cancer Ambulatory and Community Health Support**

##### **CRCC Operational Management**

##### **Administration Manager**

##### **Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 12647)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health centres across ACT Health. This position manages administration staff across Canberra Region Cancer Centre within the Division. Under the general direction of the Operations Manager this position oversees the management of clinic structures, manages human and material resources, monitors and reports on performance indicators and implement policies and procedure aimed at achieving a high quality, consistent consumer focused service.

Eligibility/Other Requirements: Mandatory: The successful applicant will be required to have sound organisation skills, attention to detail, ability to learn and maintain organisation specific software, build and maintain professional relationships, problem solve, and contribute to change management across the branch. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Contact Officer: Caroline McIntyre (02) 6174 8536 caroline.mcintyre@act.gov.au

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

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

##### **Paediatrics**

##### **Registered Nurse Maternity – Antenatal /Gynaecology/Postnatal**

##### **Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 24933, several)**

Gazetted: 16 November 2017

Closing Date: 30 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Maternity Department at the Centenary Hospital for Women and Children provides holistic, evidence based quality care and advocacy for all women and babies in the ACT and surrounding areas with acute and chronic health needs. The service is family centered, as we understand that the family is central to the successful delivery of health care. We believe in respect for mother, baby and their family and their cultural and religious needs. Each person is an individual with the right to dignity and privacy. The environment is breast feeding friendly and we provide a safe, functional and comfortable work environment for all those that work here. We provide family based care with an emphasis on partnership with families at this important time. We are committed to staff excellence, with a rich culture of ongoing professional development in the specialty of Maternity and Gynaecology. You will work with under graduate and post graduate nurses and midwives, allied health and medical students who are studying to gain qualifications, and we greatly value our strong links with the ANU Medical School, Australian Catholic University, University of Canberra and Charles Sturt University.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a Registered Nurse. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check and obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: There are full-time and part-time positions available and the full-time salary noted above will be paid pro rata.

Contact Officer: Judy Morgan (02) 6174 7582 judy.morgan@act.gov.au

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

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

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

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

#### **Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 33086)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Alcohol and Drug Services (ADS) incorporates six areas including the Opioid Treatment Service, Medical Services, Consultation and Liaison Service, ten bed Inpatient Withdrawal Service, Police and Court Drug Diversion Service and Counselling and Treatment Services.

The Opioid Treatment Service pharmacotherapy program provides opiate substitution treatment to people in the ACT. The Withdrawal Service provides a secure and supportive environment for safe, medically supervised withdrawal from alcohol and other drugs. Consultation and Liaison Service provides assessment, support and referral for clients who have been admitted to Canberra Hospital who also have an alcohol and/or drug issue.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: It is desirable that the applicant holds or is working towards qualifications either at a certificate or postgraduate level. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a part-time position available at 28:00 hours per week and the full-time salary noted above will be paid pro-rata.



Contact Officer: Sally Billington (02) 6174 7966 sally.billington@act.gov.au

**Canberra Hospital and Health Services**  
**Mental Health Justice Health Alcohol and Drug Services**  
**Adult Community and Older Persons Mental Health**  
**Clinical Manager**  
**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 22128)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

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

Eligibility/Other Requirements: Mandatory Qualifications: Social Work: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work. Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with AHPRA, eligible for professional membership of Occupational Therapy Australia. Psychology: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Mathew Hunstone (02) 6205 1478 mathew.hunstone@act.gov.au

**Canberra Hospital and Health Services**  
**Mental Health Justice Health Alcohol and Drug Services**  
**Justice Health Services**  
**Mental Health Clinician**  
**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 29221 (expected vacancy))**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with five distinguishable yet integrated service components as follows: FMHS Community Outreach Service (FCOS); FMHS Court Assessment and Liaison (FCAL); FMHS Bimberi Youth Justice Centre (FMHS BYJC); FMHS at Alexander Maconochie Centre (FMHS AMC); Fixed Threat Assessment Team (FTAT). The service aims to provide collaborative care involving the consumer, their carers and other key services.

At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Psychology, Social Work or Occupational Therapy with current unconditional ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation; applicants must have a minimum of 12 months paid post graduate professional work experience in a related/relevant organisation/service; current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

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

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

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

#### **Adult Community and Older Persons Mental Health**

#### **New Graduate**

#### **Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 14197)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS): MHJHADS provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Justice Health Services; Rehabilitation and Specialty Mental Health Services. Overview of work area and position: The position holder is expected to operate within the *Public Sector Management Act (1994)*, the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct. An exciting opportunity exists for entry into Mental Health, Justice Health and Alcohol and Drug Services Division of ACT Health. The successful applicant will be employed as a Health Professional Officer Level 1, to be a member of a multidisciplinary adult community mental health team based in Woden. Under close professional supervision, the position holder will promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team. Provide individual or group service delivery. Apply knowledge, skills, and professional judgement in the delivery of routine services.

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

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

Contact Officer: Mathew Hunstone (02) 6205 1488 [mathew.hunstone@act.gov.au](mailto:mathew.hunstone@act.gov.au)

**Canberra Hospital and Health Services  
Rehabilitation Aged and Community Care  
Rehabilitation Allied Health  
Social Worker**

**Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 21960, several)**

Gazetted: 16 November 2017

Closing Date: 30 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. At ACT Health 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. ACT Health is a smoke free environment, across all buildings, grounds and vehicles. ACT Health 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. Overview of the work areas and positions. ACT Health is seeking dynamic new graduates (graduating in 2016) to fill several positions- within Mental health, acute hospital, oncology and Women's Youth and Children-(Women's health and community health rotation). ACT Health offers a twelve-month, structured program that provides orientation, supervision and support for social work graduates to further develop their knowledge for social work practice in health. Under professional supervision you will play a key role in delivering high quality patient centred care and associated functions to support service delivery in clinical areas by: Promoting positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team, providing individual or group service delivery, applying knowledge, skills, and professional judgement in the delivery of routine services.

Eligibility/Other Requirements: Mandatory: A degree in Social Work with eligibility for membership of the Australian Association of Social Workers is essential and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check, comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: These positions are temporary for a period of 12 months. The positions may be required to participate in overtime, on call, and/or rotation roster.

Contact Officer: Alison McDonald (02) 6174 7023 [alisonk.mcdonald@act.gov.au](mailto:alisonk.mcdonald@act.gov.au)

**Canberra Hospital and Health Services  
Chief of Clinical Operations  
Imaging  
Reception Clerk**

**Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 25085)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

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

Our service is committed to providing state of the art diagnostic imaging, interventional radiology and nuclear medicine services for patients in Canberra and the South East Region of NSW. We are committed to research and training in advancing the use of imaging for the diagnosis and treatment of disease. Under direction of the Administration Supervisor's, you will perform general reception duties and check in scans for outpatients and liaise with multidisciplinary teams within CHHS and the wider community.

Eligibility/Other Requirements: Mandatory: Current driver's licence. Desirable: Good administration and communication skills with the ability to work within a multidisciplinary team and an understanding of high level customer service skills and a general knowledge of computer applications. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Natasha Lawrence (02) 6244 2798 natasha.lawrence@act.gov.au

**Canberra Hospital and Health Services**

**Clinical Support Services**

**Clinical Records**

**CRIS Officer**

**Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 17854, several)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: Under general direction, working as part of a small team, the Clinical Records Officer is responsible for processing clinical documentation into the Clinical Record Information System (CRIS) (scanning solution). This entails performing the functions of documentation preparation, scanning, indexing and processing any incoming mail. The Clinical Records Officer is required to consistently achieve quality and productivity targets for record processing to ensure scanning deadlines are met and record integrity and patient safety are not compromised.

Eligibility/Other Requirements: Desirable: Previous experience working in a hospital clinical record department, medical practice or similar health environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary position available for six months. This position is full-time, Monday to Friday with working hours of 7am to 3.21pm or 8.30am to 4.51pm. Selection may be based on written application and referee reports only.

Contact Officer: Heather Byrne (02) 6244 3663 heather.byrne@act.gov.au

**Population Health, Protection and Prevention**

**Health and Protection Service**

**HPI Program Safety**

**Manager, Business Support Services**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 17542)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position. The Population Health Protection and Prevention Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The 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 HPS are seeking applicants for the role of Manager Business Support Services (BSS). BSS provides administrative support to HPS program areas including Business/Quality improvement; Database administration; Licensing and Registration; Administrative, Corporate and executive support; Records Management; and management of the HPS Facility. BSS

provides customer service as the first point of contact to HPS stakeholders visiting the site or contacting the Service by phone.

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

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

Contact Officer: Conrad Barr (02) 6205 1722 conrad.barr@act.gov.au

## **Canberra Hospital and Health Services**

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

#### **Child and Adolescent Mental Health**

##### **Senior Manager**

##### **Health Professional Level 5 \$118,319 - \$133,197, Canberra (PN: 19645)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The senior management position oversees the Childhood Early Intervention Program, the Specialist Youth Mental Health Outreach Program, and CAMHS Carer and Consumer Participation. These programs sit within Child and Adolescent Mental Health Services. The teams consist of Social Workers, Occupational Therapist, Psychologist, Registered Nurses, Nurse Practitioner, Carer Consultant, and Allied Health Assistant and psychiatry. These programs provide specialist assessment, treatment, assertive outreach, and secondary consultation and close liaison with the Department of Education, Australian National University and youth services. The Childhood Early Intervention Program works with primary schools within the ACT. The Specialist Youth Mental Health Outreach works with young people aged 14 to 25 who are experiencing first episode psychosis; suffer from severe anxiety and or depression and are marginalised with significant barriers to accessing office based treatment and mental health care. As a senior manager, the Health Professional Officer 5 works to the CAMHS Operational Director and CAMHS Clinical Director on strategic input and support for Divisional and organisational goals. The Health Professional Officer 5 ensures the effective and efficient delivery of Child and Adolescent Mental Health Services in these programs.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia; must hold a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA) and must hold a 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; must hold a current driver's licence. Highly desirable for all disciplines: Minimum of three years (ideal five years) post qualification; 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 ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

Contact Officer: Catherine Furner (02) 6205 1472 catherine.furner@act.gov.au

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

**Forensic Mental Health Services Nurse**

**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 19790)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Forensic Mental Health Service (FMHS) is a specialist mental health assessment and treatment service for consumers who have a history of, are currently involved with, or are at high risk of becoming involved with, the criminal justice system. FMHS provides mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community outreach and court settings. FMHS is one united service with five distinguishable yet integrated service components as follows: FMHS Community Outreach Service (FCO); FMHS Court Assessment and Liaison (FCAL); FMHS at Bimberi Youth Justice Centre (FMHS BYJC); FMHS at Alexander Maconochie Centre (FMHS AMC); Fixed Threat Assessment Team (FTAT). The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers across the lifespan and in a variety of settings. You will be required to undertake professional development and clinical supervision, participate in quality initiatives and contribute to the multidisciplinary team process. Clinicians working with FMHS will be supported via structured clinical supervision, a collaborative and multidisciplinary team environment and through professional development. Professional development will be provided with regards to forensic frameworks, psychometrics and therapeutic interventions. Clinicians may be provided with the opportunity to undertake specialist tasks such as forensic risk consultations, court assessments and therapeutic interventions including addressing criminogenic factors. Clinicians are employed by FMHS and will therefore be skilled across the distinct areas within the service.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (APHRA); eligibility for membership of the appropriate professional organisations and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

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

**Canberra Hospital and Health Services  
Mental Health Justice Health Alcohol and Drug Services  
Adult Community and Older Persons Mental Health**

**Clinical Support Officer**

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

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Speciality Mental Health Services; Adult Community Mental Health Services; Adult Acute Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: The Crisis Assessment Treatment Team (CATT) provides 24-hour acute mental health services in the ACT and is

strongly focused on the provision of timely and effective clinical intervention. CATT provides specialist mental health assessment and treatment services through a multi-disciplinary team and are based on best available clinical evidence with an emphasis on positive outcomes that are tailored to an individual person's needs. The service is guided by principles of recovery and aims to provide collaborative care involving persons with a lived experience of mental illness, their carers and other key services and stakeholders. As Clinical Support Officer you will be responsible for supporting the CATT Team Leader with the key strategic directions of the team. This will involve supporting clinical audit compliance, undertaking and contributing to clinical review process, contributing to quality improvement, participating in recruitment and leading learning and development activities within the team. Your immediate supervisor will be the CATT Team Leader. As required you will represent the CATT Team leader at professional forums including committees and working groups.

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

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

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

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

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

#### **Child and Adolescent Mental Health**

#### **Team Manager**

#### **Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 27244)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. CAMHS also provides high quality tertiary mental health care for young people aged 14-25 experiencing first on set psychosis. 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 HP1, HP2 HP3, RN's and allied

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

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia; must hold a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA) and must hold a 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 and must hold a current driver's licence. Highly desirable for all disciplines: Minimum of three years (ideal five years) post qualification and 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 ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

Contact Officer: Catherine Furner (02) 6205 1756 catherine.furner@act.gov.au

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

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

#### **Child and Adolescent Mental Health**

#### **Clinical Team Leader**

#### **Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 24304)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS), Adult Community Mental Health Services (ACMHS), Adult Acute Mental Health Services (AAMHS), Alcohol and Drug Services (ADS), Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. CAMHS also provides high quality tertiary mental health care for young people aged 14-25 experiencing first on set psychosis. 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 HP1, HP2 HP3, RN's and allied health assistants. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.



Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia; must hold a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA); must hold a current driver's licence. 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; must hold a current driver's licence. Highly desirable for all disciplines: minimum of three years (ideal five years) post qualification and 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 ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Catherine Furner (02) 6205 1756 catherine.furner@act.gov.au

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

### **Health Protection Service**

#### **CDC- Immunisation**

#### **Senior Policy Officer**

#### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 29639)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. The 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. The Disease Surveillance Unit of CDC is responsible for the coordination of the ACT Communicable Diseases Surveillance Program. The overall aim of the program is to reduce the incidence of infectious diseases in the ACT community by implementing disease control measures. Data collected is also used to inform policy and programs related to communicable disease control. This position will be responsible for strategic policy, planning and funding agreements related to sexual health, sexually transmissible infections, and blood borne diseases. This will include negotiation with funding bodies and service providers and management of service funding agreements with the non-government and government sectors. The position will be responsible for co-ordinating the implementation of the ACT Statement of Priorities for Hepatitis B, Hepatitis C, HIV, and Sexually Transmissible Infections 2016-2020. The position will report directly to the Manager, Disease Surveillance, CDC. The position will have access to other sections and staff across HPS to assist and support the role, including epidemiologists, nurses, public health physicians, and staff in the Business Management Unit and Environmental Health Policy and Projects Section.

Eligibility/Other Requirements: Desirable: Tertiary qualifications in Public Health or a related discipline. Relevant qualifications or extensive experience in sexual health and blood borne diseases is highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: Please note this position is temporary for two years, with the possibility of extension.

Contact Officer: Rebecca Hundy (02) 6205 2052 rebecca.hundy@act.gov.au

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

## **Corporate**

### **Deputy Director General Corporate**

#### **UC Public Hospital**

#### **Collaboration Partnership Project Officer**

**Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 17679)**

Gazetted: 16 November 2017

Closing Date: 23 November 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Collaboration Partnership Project - ACT Health and the University of Canberra, is responsible for further developing the positive and productive relationship between ACT Health and the University of Canberra. The aim of this mutually beneficial arrangement is to drive change and create opportunities into the future. In this mutually beneficial arrangement, under broad direction, you will play a key role in developing the University of Canberra Public Hospital Collaboration Plan and managing current and future collaborations.

Eligibility/Other Requirements: Mandatory: A recognised health qualification and for regulated professions be registered with the Australian Health Practitioner Regulation Agency (AHPRA) or, for self-regulated professions, be eligible for membership of the relevant professional association and must hold a current driver's licence.

Desirable: Experience in health care, with experience in hospital or community health care environments, or tertiary based health care education setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Contact Officer: Lisa Gilmore (02) 6205 1648 [lisa.gilmore@act.gov.au](mailto:lisa.gilmore@act.gov.au)

## **Justice and Community Safety**

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

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

### **ACT Government, Government Solicitor**

#### **Deputy Chief Solicitor – Property and Commercial**

**Executive Level 2.5 \$273,021 - \$285,142 depending on current superannuation arrangements, Canberra (PN: E556)**

Gazetted: 10 November 2017

Closing Date: 16 November 2017

Details: The ACT Government Solicitor is seeking an experienced practitioner to fill the role of Deputy Chief Solicitor, Property and Commercial. Reporting to the Solicitor-General for the ACT, this role is responsible for the strategic management and leadership of the Property and Commercial practice to ensure that the interests of the Territory, its Ministers and agencies are protected through the provision of high quality and timely legal advice. The role provides high level strategic:

- commercial legal advice and services including carriage of matters of particular sensitivity and complexity

- management and leadership to the property and commercial practice and generally as part of the ACTGS executive leadership team
- client relationship management which ensures that the services of the ACTGS are provided in a professional, efficient and cost effective manner specialist advice and expertise to support the Solicitor-General deliver effective legal services to the Territory.

The successful candidate will have excellent technical knowledge to strategically deliver property and commercial legal services; outstanding leadership, relationship management and communications skills.

Remuneration: The position attracts a remuneration package ranging from \$273,021 to \$285,142 depending on current superannuation arrangements of the successful application. This includes a cash component of \$220,381.

Contract: The successful applicant will be engaged under a performance based contract for a period of two years.

Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Contact Officer: Further information about the position is available from Maria Batzogiannis (02) 6205 3734 maria.batzogiannis@act.gov.au

## **Legislation, Policy and Programs**

### **Civil Law**

#### **Director, Civil Law**

##### **Senior Officer Grade A \$137,415, Canberra (PN: 46234)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: Legislation, Policy and Programs is seeking a highly motivated person to head up its Civil Law team. The Civil Law team provides policy advice and project management to the Directorate on a broad range of civil and administrative law topics. The Director provides high-level management of the team, and facilitates skills development for all team members. The Director is also responsible for individually delivering critical legislation projects and briefings. The key duties and responsibilities include: Provide overall strategic leadership for the team; Manage staffing and work planning for the Civil Law team; Develop team capacity and ensure timely delivery of outcomes in relation to a range of policy projects, including: legal assistance services; courts and tribunals legislation; property law and relevant regulatory laws; a variety of administrative law topics, including human rights, privacy, copyright and Births, Deaths and Marriages; Represent Legislation, Policy and Programs at Executive level meetings, stakeholder meetings, and on inter-directorate and inter-governmental projects. Interested applicants should provide a supporting statement of no more than two pages outlining their practical experience against the selection criteria. Applicants should also provide an up to date copy of their resume with the names and contact details of two referees.

Note: This is a temporary vacancy available from January 2018 until November 2018.

Contact Officer: Julie Field (02) 6207 0522 julie.field@act.gov.au

## **Legislation, Policy and Programs**

### **Justice, Planning and Safety Programs**

#### **Director**

##### **Senior Officer Grade A \$137,415, Canberra (PN: 37580)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Legislation, Policy and Programs is seeking a motivated, well organised person who possesses high level leadership and communication skills for the role of Director, Justice Reinvestment within Justice Planning and Safety Programs. The successful applicant will possess sound understanding of government processes and high order written and verbal communication, stakeholder engagement, and collaboration skills to effectively undertake this role. The Justice Reinvestment Team is responsible for developing a whole of government strategy that includes: The development of an adult and youth costing model; the development of a programs and services map for adults and youth in contact or at high risk of contact with the justice system; ACT and Aboriginal and Torres Strait Islander data snapshots; operational trials to reduce the over-representation of Aboriginal and Torres Strait Islander justice; supporting governance groups that inform the development of the ACT Justice Reinvestment Strategy.

Note: Interested applicants should provide a supporting statement of no more than two pages outlining their practical experience against the selection criteria. Applicants should also provide an up to date copy of their resume with the names and contact details of two referees.

Contact Officer: Julie Field (02) 6207 0522 julie.field@act.gov.au

**Legislation, Policy and Programs**

**Justice Planning and Safety Programs**

**Senior Policy Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39526)**

Gazetted: 15 November 2017

Closing Date: 30 November 2017

Details: Legislation, Policy and Programs is seeking a motivated Senior Policy Officer to join the Justice Planning and Safety Programs Group at the Senior Officer Grade C level to assist with progressing justice policy and reform work in relation to Aboriginal and Torres Strait Islander justice processes and programs. The team has a key role in driving the Government's justice reform agenda to reduce crime, increase public safety and strengthen communities. It also advises on and develops policy and programs in relation to all aspects of the justice system and its administration. The successful candidate will be involved in working on a wide range of issues. These could include assisting to; develop innovative justice responses; coordinate strategies that invoke a whole of government and community approach to identify and respond to priority crime and safety concerns; and, developing policies and programs related to Aboriginal and Torres Strait Islander people. Important functions of the positions include being able to successfully promote positive relationships with key stakeholders, write for different government and community audiences and manage contracts. The successful applicant will require an in depth understanding of the issues faced by Aboriginal and Torres Strait Islander people and have experience developing/delivering services for the Aboriginal and Torres Strait Islander community.

Eligibility/Other Requirements: Relevant justice related tertiary qualifications, or significant study towards gaining qualifications, or experience within a justice related environment would be desirable. In depth understanding of the issues faced by Aboriginal and Torres Strait Islander people and experience developing/delivering services for the Aboriginal and Torres Strait Islander community. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Oliver Kickett (02) 6207 7483 oliver.kickett@act.gov.au

**Corporate**

**ICT Capital Works and Infrastructure**

**Projects**

**Project Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39378)**

Gazetted: 13 November 2017

Closing Date: 27 November 2017

Details: Justice and Community Safety is seeking a highly motivated, well organised Project Officer to provide high level timely advice and guidance in the delivery of strategic accommodation projects as an embedded officer within the ICT, Capital Works and Infrastructure team. The role will be located at the Winchester Police Station, Belconnen, and work under the limited direction of the Capital Works and Infrastructure Projects Manager, who is located within the Justice and Community Safety Directorate, Canberra City. As part of the ICT, Capital Works and Infrastructure team, the successful applicant will support ACT Policing in the delivery of identified strategic projects. The role will work with a range of key stakeholders and assist in contract management, processing contract variations and invoice manage in support of identified projects. The successful applicant will be required to report to the JACS CWI Projects Manager on a regular basis, and provide timely advice and reports to the JACS Senior Executive on the progress of identified projects. The successful candidate will be someone who possesses a strong background in project management, has sound communication skills and demonstrated stakeholder management experience.

Eligibility/Other Requirements: Relevant qualifications and proven experience in the delivery of successful projects will be highly desirable.

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

Contact Officer: David Pryce (02) 6205 0567 david.pryce@act.gov.au

**ACT Corrective Services**

**Custodial Operations**

**Corrections Psychological and Support Services**

**Senior Clinician**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 35023, several)**

Gazetted: 15 November 2017

Closing Date: 1 December 2017

Details: ACT Corrective Services is seeking applications from suitably qualified people with demonstrated clinical experience, to become a Senior Clinician within a small but challenging unit at the Alexander Maconochie Centre. The successful applicant will be employed as a Health Professional level 3 (HP3) and will be a highly experienced Psychologist, Social Worker or Occupational Therapist who will join a psychology and support services team in a correctional facility. They will be expected to promote positive client outcomes through the provision of high quality therapeutic, psychosocial services and rehabilitation promotion activities. They will provide individual or group service delivery and apply knowledge, skills, and professional judgement in the delivery of routine services. As a Senior Clinician you will be required to show strong leadership and management skills, as well as be able to provide supervision and support of junior clinicians. An interest in rehabilitation, the ability to operate effectively in a team, as well as having the capacity to deal with people from a wide range of cultures and backgrounds in a correctional environment is essential.

Eligibility/Other Requirement: A tertiary qualification in Psychology, Social Work or Occupational Therapy, and current ACT registration where applicable and/or eligible for membership of the appropriate professional organisation is essential. Current driver's licence is essential. Prior to commencement a *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). Applicants may be required to undertake psychological aptitude testing as part of the assessment process. All eligible applicants may be subject to a Police Record Check. Applicants may be required to work varied day hours, and some on call / weekend work on rotation.

Note: There is one permanent position and one temporary position available until November 2018. On call and weekend/public holiday work hours may also be required. To apply, applicants are required to submit four items: ACT Government Application Cover Sheet; statement of claims against specified selection criteria; a current resume; and the names and contact details of three referees (one should be a current Supervisor/Manager). Please ensure you submit all four items.

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

**Legislation, Policy and Programs**

**Civil Law**

**Policy Officer**

**Administrative Services Officer Class 5/6 \$74,081 - \$91,356, Canberra (PN: 27993, several)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: The Civil Law group in Legislation, Policy and Programs is seeking enthusiastic and motivated Policy Officers to contribute to the work of the team. The Civil Law group offers a wide variety of interesting work on property and commercial law, human rights, access to justice, and the courts system. The successful applicant will undertake legal policy work including the review and development of legislation, preparation of general reports, submissions and correspondence and represent the Branch in its dealings with other agencies and stakeholders. Potential focus of the work of these officers could include commercial law, property law, residential tenancies, human rights, discrimination and privacy law.

Note: These are expected vacancies which will be offered as temporary for four months with the possibility of extension and/or permanency from this.

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

**ACT Corrective Services**

**Corporate Services**

**Training and Development**

**Administration Support Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 14176)**

Gazetted: 15 November 2017

Closing Date: 22 November 2017

Details: ACT Corrective Services (ACTCS) is seeking applications from experienced and highly motivated people, to fill the position of Administration and Support Officer (ASO4) in the Training and Development Unit. The successful applicant will assist with a range of administrative functions and processes relating to training registration, preparation, co-ordination and reporting, according to organisational requirements and Registered Training Organisation (RTO) compliance standards. In addition, you will provide ongoing support to the business unit by assisting with the co-ordination and scheduling of training courses, administer the ordering of stores and resources for training, responding to general enquiries, drafting basic correspondence, data entry and undertake less complex research tasks. Further to this, you will manage electronic and manual filing systems in accordance with the requirements of an RTO and the *Territory Records Act 2002* and provided administrative support to the Senior Training Officers in preparation of program deliveries. To be successful, you will demonstrate strong administrative capability, have the ability to think and act in a busy operational environment and possess excellent interpersonal, organisational and communication skills. You will also possess excellent time management skills and a demonstrated ability to manage personal work priorities.

Eligibility/Other Requirements: An unencumbered driver's licence is essential. Knowledge of the record keeping and audit requirements of a Registered Training Organisation using VETtrak or similar, or the capacity to quickly gain that knowledge would be an advantage.

Note: This is a temporary position available for a period of six months with the possibility of extension. To apply, applicants are required to submit five items: ACT Government Application Cover Sheet; statement of claims against specified selection criteria; a current resume; the names and contact details of two referees (one should be a current Supervisor/Manager); and a copy of drivers licence. Please ensure you submit all five items.

Contact Officer: Jacqui Retford (02) 6205 1314 jacqui.retford@act.gov.au

**Transport Canberra and City Services**

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

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

**City Services**

**ACT NOWaste**

**Project Delivery Office**

**Senior Project Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39244)**

Gazetted: 14 November 2017

Closing Date: 28 November 2017

Details: The Project Delivery Office within ACT NOWaste is seeking to recruit an experienced project savvy officer to work within its busy project delivery team and actively contribute to improved quality outcomes whilst delivering high profile projects on time and within budget. A key priority for this role is the procurement and delivery of a garden organics green waste collection service to the whole of Canberra. The role provides high level advice, draws on extensive project management, quality assurance experience and demonstrates rigour and expertise in the management of this function. The position requires attention to detail, excellent communication and organisational skills (oral, written, interpersonal and negotiation) and a focus on continuous improvement, aiming for best practice in the execution of the duties. To be competitive in the role applicants should demonstrate well-developed project management skills and capabilities supported by a proven track record in the field.

Eligibility/Other Requirements: Tertiary qualifications and or extensive experience in a relevant field will be highly regarded. Current driver's licence or equivalent.

Note: This is a temporary vacancy available until 30 June 2020. Applicants should prepare a two-page pitch responding to the selection criteria. A merit list will be established and may be used to fill future project management vacancies within 12 months.

Contact Officer: Petra Crowe (02) 6205 3817 petra.crowe@act.gov.au

**Transport Canberra**

**Active Travel and Transport Policy**

**Active Travel Office**

**Coordinator, Active Travel Office**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 14797)**

Gazetted: 09 November 2017

Closing Date: 23 November 2017

Details: The Active Travel Office (ATO) has responsibility across a range of projects and initiatives to raise the profile and presence of active travel in the ACT, and to bring together various stakeholders involved in active travel. This position is responsible for inspiring change and creating the right environment to achieve the ACT Government's vision to be the cycling capital and most walkable city. Primary tasks for the Coordinator, ATO include coordinating and collaborating across internal and external stakeholders and the community, whilst project managing a diverse and varied program of works. This program includes community engagement and promotions, active travel policy, bike share, the implementation of the cycle tourism strategy, data collection and evaluation, and representation on the Australian Bicycle Council, among other tasks. It is a demanding, challenging and rewarding role. Further information about active travel in the ACT is available at

<https://www.transport.act.gov.au/getting-around/active-travel>

Eligibility/Other Requirements: A degree in Cultural Geography, Urban Planning, Transport Planning or a related field is advantageous.

Contact Officer: Brendan McAvoy (02) 6205 9799 [brendan.mcavoy@act.gov.au](mailto:brendan.mcavoy@act.gov.au)

**Chief Operating Officer Group**

**People and Capability**

**Organisational Development**

**Advisor - Culture and Strategy**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39530)**

Gazetted: 14 November 2017

Closing Date: 21 November 2017

Details: The People and Capability branch sits within the Chief Operating Officer Group. The Organisational Development team is responsible for the planning, development and management of programs that enhance the capability of the directorate to meet current and future business requirements. The team coordinates and delivers a range of learning and development programs and initiatives to support directorate operations and build capability. The team is also responsible for implementing whole of government frameworks and developing and implementing organisational development strategies focusing on culture, capability and performance. The Organisational Development team is seeking a highly skilled, motivated and focused individual with experience in designing, implementing and evaluating workplace culture and employee engagement programs to build workforce capability to deliver on the Transport Canberra and City Services Strategic Plan. The successful candidate will have highly developed research and analytical skills as well as excellent oral and written communication skills.

Eligibility/Other Requirements: Tertiary studies in Human Resources, Organisational Development or related discipline highly desirable.

Note: Applications should include a supporting statement of no more than three (3) pages outlining experience and ability in relation to the duties and the selection criteria, a current curriculum vitae and contact details for two referees.

Contact Officer: Leanne Salmond (02) 6205 9977 [leanne.salmond@act.gov.au](mailto:leanne.salmond@act.gov.au)

**City Services**

**City Presentation**

**Licensing and Compliance**

**Public Use Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 17351)**

Gazetted: 15 November 2017

Closing Date: 29 November 2017

Details: Licensing and Compliance is a section within City Presentation that administers a broad range of legislation focused on environmental, regulatory and compliance issues and has responsibility for the City Rangers, Licensing

and Investigations, Public Land Use coordination and Domestic Animal Services. Based at Reid Depot, this position will be a point of contact for public enquiries relating to the use of unleased Territory land on the City Presentation estate. It will also be responsible for processing applications using an access database for public events and other activities such as construction/community activities and private functions within the estate. The position will work within a small team and report directly to the Public Use Coordinator.

Contact Officer: Darren Gerrard (02) 6205 7245 darren.gerrard@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.

## **APPOINTMENTS**

### **Calvary Health Care ACT (Public)**

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

Fiona Hughes 1613593, Section 68, 04 September 2017

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

Jessica Levy 1613595 Section 68 11 September 2017

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

Karli Axelby 1613600 Section 68 11 September 2017

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

Amanda Gizinski 1613609 Section 68 09 October 2017

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

Lisa Knight 1613614 Section 68 30 October 2017

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

Julia Espray 1613616, Section 68, 06 November 2017

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

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

Jessica Sizer 821-19012, Section 68(1), 25 November 2017

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

Sergio Soto Arteaga 844-80231, Section 68(1), 15 November 2017

### **Community Services**

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

Diane Collins 765-82158, Section 68(1), 13 November 2017

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

Yona Mackay 853-72443, Section 68(1), 7 November 2017

#### **Health Professional Level 1 \$57,941 - \$73,823**

Amanda McCann 853-55731, Section 68(1), 10 November 2017

### **Education**



**General Service Officer Level 6 \$54,949 - \$57,445**

Alban Burkolter 848-96130, Section 68(1), 9 November 2017

**School Assistant 2 \$45,058 - \$49,757**

Andrew John Crozier 849-03433, Section 68(1), 14 November 2017

**School Psychologist \$76,532 - \$109,831**

Elisha Richards 853-73710, Section 68(1), 29 January 2018

**School Psychologist \$76,532 - \$109,831**

Megan Tomlins 853-73729, Section 68(1), 29 January 2018

**Environment, Planning and Sustainable Development**

**Professional Officer Class 2 \$79,824 - \$91,356**

Sophia Callander 853-48558, Section 68(1), 13 November 2017

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

Melissa Snape 835-91896, Section 68(1), 18 November 2017

**Health**

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

Joel Doherty 853-63299, Section 68(1), 9 November 2017

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

Manfred Kahl 853-73673, Section 68(1), 1 December 2017

**Radiation Therapist Grade 6 \$148,838 - \$155,837**

Sarah Mogford 853-72822, Section 68(1), 13 November 2017

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

Leonor Pambuan 853-72996, Section 68(1), 15 November 2017

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

Kristen Scholes 848-85052, Section 68(1), 8 November 2017

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

Dilsha Seethilal 853-63598, Section 68(1), 30 November 2017

**Transport Canberra and City Services**

**Bus Operator - Training \$66,212**

Bilal Chaudhry 853-72531, Section 68(1), 13 November 2017

**Bus Operator - Training \$66,212**

Michael Cox 853-72574, Section 68(1), 13 November 2017

**Bus Operator - Training \$66,212**

Nicolas De Smeth 853-72611, Section 68(1), 13 November 2017

**Bus Operator - Training \$66,212**

Harmeet Gill 853-72638, Section 68(1), 13 November 2017

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

Colin Maher 853-73972, Section 68(1), 14 November 2017

**Bus Operator - Training \$66,212**

Daniel Moore 853-72603, Section 68(1), 13 November 2017

**Bus Operator - Training \$66,212**

Garreth Paton 853-72558, Section 68(1), 13 November 2017

**Bus Operator - Training \$66,212**

Masakatsu Sawayama 853-72590, Section 68(1), 13 November 2017

## **TRANSFERS**

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

**Sarah Cavanagh: 827-30401**

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

Community Services

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 18573) (Gazetted 5 September 2017)

### **Education**

**John Rodgers Nakkam: 843-4868**

From: Infrastructure Officer 5 \$142,761

Health

To: Infrastructure Officer 5 \$142,761

Education, Canberra (PN. 27475) (Gazetted 16 August 2017)

## **PROMOTIONS**

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

**Finance and Budget Division**

**Deborah Lowery: 827-35958**

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 55750) (Gazetted 7 September 2017)

**Infrastructure Finance and Advisory**

**Infrastructure Finance**

**George Stellios: 765-90190**

From: Senior Officer Grade A \$137,415

Transport Canberra and City Services

To: †Infrastructure Manager/Specialist 3 \$174,951

Chief Minister, Treasury and Economic Development, Canberra (PN. 33948) (Gazetted 30 August 2017)

**Corporate**

**People and Capability**

**Christopher Watkins: 827-23930**

From: Administrative Services Officer Class 5 \$74,081 - \$78,415  
Environment, Planning and Sustainable Development  
To: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Chief Minister, Treasury and Economic Development, Canberra (PN. 37175) (Gazetted 19 September 2017)

### **Community Services**

#### **Housing and Community Services**

##### **Housing ACT**

##### **Social Housing and Homelessness Services**

##### **Huyen Truong: 835-67829**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Community Services Directorate  
To: †Senior Officer Grade C \$100,462 - \$108,140  
Community Services, Canberra (PN. 27153) (Gazetted 18 October 2017)

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

#### **Engagement and Executive Support**

##### **Communications**

##### **Melanie Jean Clarke: 799-67985**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Transport Canberra and City Services  
To: †Senior Officer Grade C \$100,462 - \$108,140  
Environment, Planning and Sustainable Development, Canberra (PN. 19650) (Gazetted 4 October 2017)

#### **Planning Delivery Division**

##### **Planning Support**

##### **Development Applications Gateway**

##### **Christopher Byron Gell: 772-3888**

From: Senior Officer Grade C \$100,462 - \$108,140  
Environment, Planning and Sustainable Development  
To: †Senior Officer Grade B \$118,319 - \$133,197  
Environment, Planning and Sustainable Development, Canberra (PN. 15009) (Gazetted 13 September 2017)

#### **Environment**

##### **Parks and Conservation Service**

##### **Fire, Forests and Roads**

##### **Christopher Troth: 799-99506**

From: General Service Officer Level 7 \$59,230 - \$62,549  
Environment, Planning and Sustainable Development  
To: †Technical Officer Level 3 \$69,148 - \$78,145  
Environment, Planning and Sustainable Development, Canberra (PN. 11667) (Gazetted 20 July 2017)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

#### **Planning Delivery Division**

##### **Planning Support**

##### **Development Applications Gateway**

##### **Craig Weller: 813-03184**

From: Senior Officer Grade C \$100,462 - \$108,140  
Environment, Planning and Sustainable Development  
To: †Senior Officer Grade B \$118,319 - \$133,197  
Environment, Planning and Sustainable Development, Canberra (PN. 19876) (Gazetted 13 September 2017)

## Health

### **Corporate**

#### **Kristina Carroll: 853-30091**

From: Senior Officer Grade B \$118,319 - \$133,197  
Chief Minister, Treasury and Economic Development  
To: †Senior Officer Grade A \$137,415  
Health, Canberra (PN. 29117) (Gazetted 12 October 2017)

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

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

#### **Andrea Nissen: 838-52208**

From: Registered Nurse Level 1 \$63,548 - \$84,888  
Health  
To: †Registered Nurse Level 3.1 \$101,175 - \$105,339  
Health, Canberra (PN. 10105) (Gazetted 18 May 2017)

### **Innovation**

#### **Policy and Stakeholder Relations**

#### **Lynton Sheehan: 827-53769**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Community Services  
To: †Senior Officer Grade C \$100,462 - \$108,140  
Health, Canberra (PN. 39512) (Gazetted 10 August 2017)

### **Innovation**

#### **Policy and Stakeholder Relations**

#### **Kate Sloane: 795-50645**

From: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)  
Health  
To: †Senior Officer Grade C \$100,462 - \$108,140  
Health, Canberra (PN. 39514) (Gazetted 10 August 2017)

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

#### **Jittu Thomas: 846-99735**

From: Health Service Officer Level 4 \$49,958 - \$51,869  
Health  
To: Registered Nurse Level 1 \$63,548 - \$84,888  
Health, Canberra (PN. 27147)  
This promotion is to a non-advertised vacancy and is made in accordance with The Public Sector Management standards, Section 20, Direct Promotion.

## Justice and Community Safety

### **ACT Courts and Tribunal**

#### **ACT Civil and Administrative Tribunal**

#### **Katerina Bouzas: 848-76500**

From: Administrative Services Officer Class 3 \$60,039 - \$64,616  
Justice and Community Safety  
To: Administrative Services Officer Class 4 \$66,656 - \$72,175  
Justice and Community Safety, Canberra (PN. 44056, several) (Gazetted 11 September 2017)

**Human Rights Commission**

**Victim Support ACT**

**Rozanne Celica: 836-00756**

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 37155) (Gazetted 12 September 2017)

**ACT Government Solicitor**

**Renee Coonan: 846-96681**

From: Government Solicitor 1 \$70,650 - \$105,793

Justice and Community Safety

To: †Government Solicitor 2 \$110,874 - \$133,039

Justice and Community Safety, Canberra (PN. 55741) (Gazetted 2 September 2016)

**Human Rights Commission**

**Victim Support ACT**

**Elizabeth Fletcher: 853-2957**

From: Graduate Administrative Assistant \$66,656 - \$68,699

Community Services

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

Justice and Community Safety, Canberra (PN. 13808) (Gazetted 7 September 2017)

**ACT Emergency Services Agency**

**Governance and Logistics**

**ESA Resource Centre**

**Glenn Foley: 834-54269**

From: Health Service Officer Level 5 \$52,606 - \$55,221

Health

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

Justice and Community Safety, Canberra (PN. 13470) (Gazetted 31 August 2017)