

POSITION DESCRIPTION

Position Title:	Senior Clinical Neuropsychologist (Grade 3) Senior Clinical Psychologist (Grade 3) Senior Educational & Developmental Psychologist (Grade 3)
Business Unit / Department:	Paediatric Allied Health
Division:	Integrated Community Health Services
Award/Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021 -2025)
Classification:	PL1 – PL4 Psychologist Grade 3 (Year 1 – Year 4)
Reports To:	<u>Operational:</u> Manager – Community Paediatric Services Operational Team Lead – Allied Health Clinics <u>Professional:</u> Director of Psychology Senior Clinical Lead – Paediatric Psychology (Grade 4)
Direct Reports:	Psychologists (Grade 2) Postgraduate Trainees (Provisional Psychologists)
Date Prepared/Updated:	1 May 2026

Position Purpose
<p>The Senior Psychologist (Grade 3) fulfils a diverse role within the Paediatric Allied Health Services. The role operates within a multidisciplinary team, working collaboratively to undertake assessment and to provide coordinated, evidence based and responsive interventions.</p> <p>The Senior Psychologist will engage effectively with families and carers to provide a family centred services that meets the needs of each child. The role will work collaboratively with other clinicians and personnel in the Paediatric Allied Health Service to share specialist knowledge and skills and enhance clinical outcomes.</p> <p>As a Senior clinician the role will assist with administration, clinical leadership and supervision within the Paediatric Psychology team. The role will contribute to activities of service monitoring, evaluation and quality improvement activities, under the direction of the Allied Health Clinics Operational Lead.</p> <p>The Senior Psychologist will be pivotal in providing support and education to other health professionals, including mentoring and peer supervision / support within the Paediatric Allied Health group. Supervision of Grade 2 Psychologists and postgraduate trainees will also be required.</p> <p>After consultation with the Operational leadership, redeployment to cover other services areas may be required.</p>

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Business Unit Overview

The Operations Directorate is one of the largest and most complex directorates within Western Health providing Western Health's patient care and contacts. These services range from outpatients to inpatients, theatres to Intensive Care, birthing rooms and Emergency Departments and many more services.

Integrated Community Health Service Directorate

The Integrated Community Health Services Directorate at Western Health focuses on delivering high quality evidence-based care to those residing in the Brimbank Melton and Western Melbourne regions across a variety of clinical settings. Services are provided across acute (medical surgical and maternity unit), outpatient services (Paediatric and Adult), outpatient rehabilitation, community health settings (Paediatric and Adult), residential care services, health promotion, community partnerships. The Integrated Community Health Service delivers preventative, early intervention and chronic disease management. Services operate on the social model of health and with a focus on:

- Equity and accessibility
- Effective community participation/control
- Multidisciplinary teamwork
- Strategies beyond individual care (group work, health promotion, community development)

Services within this directorate include:

- Adult Allied Health
- Paediatric Allied Health
- Community Health Nursing
- Community Nursing
- Dental
- Counselling
- Family Violence Services
- Aboriginal Programs
- NDIS (National Disability Insurance Scheme) Therapeutic Supports

Professional

The Operations Directorate is one of the largest and most complex directorates within Western Health providing Western Health's patient care and contacts. These services range from outpatients to inpatients, theatres to Intensive Care, birthing rooms and Emergency Departments and many more services.

Allied Health provides a range of evidence based, client centred, specialist services at Western Health, across the care continuum, from admission within the emergency department through to discharge in the community. These services work across the spectrum of life, from neonates to the elderly.

The predominant focus of Allied Health is the return and optimisation of an individual's function, and wellbeing, from both physical and psycho-social perspectives. Activity is aligned with Western Health's Best Care Model and CARES values. Allied Health involvement is pivotal to efficient and effective multidisciplinary team functions, discharge planning and patient centred care.

Western Health employs a range of Allied Health disciplines, each with unique specialist tertiary training and skills, including:

- Audiology
- Clinical Psychology and Neuropsychology
- Exercise Physiology
- Language Services
- Nutrition and Dietetics
- Occupational Therapy
- Physiotherapy & Exercise Physiology
- Podiatry
- Social Work
- Speech Pathology
- Spiritual Care

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Key Responsibilities

Accountabilities

- Demonstrate a commitment to the patient 'Charter of Healthcare Rights'.
- Comply with the expected scope of the role and standards of performance in the role as described by the relevant professional bodies and industry standards.
- Maintain registration (as required) and report any changes or limitations on practice if applicable.
- Hold accountability for own actions and seek guidance and support from appropriate employees when limited by own skills and experience.
- Comply with confidentiality obligations with regard to patients, consumers and colleagues.
- Comply with all Western Health policies, procedures and guidelines.
- Deliver high quality person centred interprofessional care in line with the "Best Care" framework.
- Demonstrate independent clinical reasoning and clinical competencies, including expertise in use of relevant assessment tools, treatment methods, and case management skills.
- Demonstrate developed organisational skills and efficient time management to appropriately evaluate, prioritise and complete workload.
- Ensure that workload statistics, and other required information is entered in a timely and accurate manner.
- Perform other duties as directed.

Professional Development

- Actively participate in regular supervision, demonstrating ongoing development of clinical skills and reflective practice as identified in supervision plan.
- Present at internal and external forums to enhance personal knowledge and professional development.
- Demonstrate extensive, evidence-based specialist knowledge, clinical reasoning and competencies, to lead and enhance patient care in area of practice.
- Demonstrate expert knowledge of resources relevant to area and acts as a resource person for other team members.

Communication and Teamwork

- Demonstrate high level open and effective communication (verbal, non-verbal, written and electronic) with consumers, other staff and service providers.
- Demonstrate highly effective negotiation skills and conflict resolution skills when dealing with difficult situations.
- Provide leadership which promotes effective teamwork, encourages cohesion and ensures staff feel valued and contributions are acknowledged.
- Assist in promoting effective workplace relations and teamwork to ensure optimum relations across acute services and collaborating community agencies.
- Participate and represent the service in consultation with service manager at relevant committees, working groups and meetings as requested.
- Participate in and contribute to relevant case conferences, team meetings, client/family feedback meetings.
- Lead the provision of information and education about the service and professional role within the service.
- Where designated, provide high quality supervision to junior staff and students that is timely, flexible and responsible.
- Demonstrate flexibility/responsiveness within professional practice/duties/roles and assumes extra responsibility as required to meet organisational priorities and appropriately delegates as necessary.
- Identify and support others to solve complex problems.

Quality Improvement

- Lead and deliver high quality person centred inter-professional care in line with the "Best Care" framework.
- Provide and direct others in the provision of evidence based clinical services using a person-centred approach.
- Demonstrate capacity to develop and implement methods to ensure that staff in the area of responsibility have an appropriate, measurable level of competence.
- Lead service development and evaluation through quality improvement activities or research projects where appropriate.
- Assist in writing procedures and guidelines as required for the ongoing development of the program and support relevant staff to complete these tasks.
- In conjunction with service manager contribute to the development and implementation of processes to facilitate effective consumer participation and ensure that appropriate responses are provided to customer feedback and complaints.
- Assist in fostering and developing research opportunities across the service.

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Contribution to Service and Systems

- In conjunction with service manager ensure staff are appropriately directed and supported to deliver high quality client centred care in line with the “Best Care” Framework.
- Lead planning for clinical services for the team.
- In conjunction with service manager support staff to meet service targets/goals.
- In conjunction with the service manager, actively work towards service integration and streamlined patient journeys.
- In conjunction with service manager ensure appropriate orientation of new staff.
- Assist in cultivating an environment where workers have the opportunity to work to their full scope of practice and potential.
- Facilitate/assist in the process of recruitment, selection and retention of staff to meet client and service needs.

In addition to the key responsibilities specific to your role, you are required to deliver on the [WH AH Capability Framework](#) and the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

The Senior Psychologist is operationally accountable to the Manager – Community Paediatric Services, and professionally accountable to the Director of Psychology. Other key working relationships include:

Internal:

- Operational Team Lead – Allied Health Clinics
- Senior Clinical Lead (Paediatric Psychology)
- Bacchus Marsh and Melton Allied Health and Medical Paediatric staff
- Melton Health and Community Services staff
- Members of the Western Health Paediatric Allied Health Team
- Psychologists working in other Divisions (i.e., Western Health at Home)
- Western Health Psychology Educators
- Other Allied Health, Medical, and Nursing Professionals in relevant Western Health Services (e.g., Mental Health & Wellbeing Services, Allied Health)
- Child & Adolescent Consultation Liaison Psychiatry Service at Western Health
- Divisional Director, Allied Health
- Director, Integrated Community Health Services

External:

- Referrers
- Clients, their family and carers
- Schools and Early Childhood Education providers
- Community Service providers
- Paediatricians and Psychiatrists external to Western Health
- NDIS Services including the NDIA, ECEI partner agencies, service provider agencies.
- Family Support Services including Child First, Child Protection, and Family Violence services, etc.
- Other relevant External agencies (as required)

Selection Criteria

Essential

- Minimum of five years professional experience as a psychologist Grade 2 (or equivalent).
- Hold current general registration as a Psychologist with AHPRA.
- Possession of Master of Psychology or above in Clinical Neuropsychology, Clinical Psychology or Educational and Developmental Psychology.
- Hold an Area of Practice Endorsement in Clinical Neuropsychology, Clinical Psychology or Educational and Developmental Psychology.
- Hold current registration as a PsyBA Board Approved Supervisor for Higher Degree Students and Registrars.
- Demonstrated advanced clinical competence in the field of paediatric psychology.
- High level of competence and knowledge of contemporary assessment models, development of individual intervention and program plans, up-to-date knowledge in relevant research, relevant legislation, and professional practice in child and adolescent psychology and related mental health issues that are focussed on a young person's developmental stage and maturational progress.

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- Demonstrated ability to work effectively in a multidisciplinary team as well as liaise and consult with a range of clients, carers, professionals and community agencies as an independent clinician.
- Demonstrated ability to provide secondary consultation to carers, and to primary and other specialist service providers on behalf of the team.
- Demonstrated time management skills, and the ability to generate strategies for prioritising workloads effectively.
- Experience in public health or community health settings, in particular experience working with diverse patient populations (i.e., Aboriginal and Torres Strait Islanders, and other culturally and linguistically diverse communities).
- Demonstrated ability in providing leadership within teams as a staff member.
- Highly developed interpersonal, written and electronic communication skills.
- Computer literacy.
- Current Working with Children's Check.
- Current Victorian Drivers Licence.
- Unlimited working rights within Australia.

Desirable

- High performance standards for self and others.
- Expertise in the field of neurodevelopmental disorders, including autism spectrum disorders.
- Comprehensive knowledge and experience in administering Autism Diagnostic Observation Schedule (ADOS).
- Knowledge and understanding of the impact of trauma on development and appropriate strategies and supports for children and families with experiences of trauma is highly desirable.
- Comprehensive knowledge of the most appropriate psychological interventions or strategies for managing problems identified on assessment.
- Expertise in providing individually tailored strategies / care plans that utilise capacities to work around deficits, promote independence and strengthen coping skills.
- Experience in the clinical supervision of other Psychologists, including provisional psychologists.
- Knowledge and understanding of relevant legislation.
- Knowledge and compliance with the AHPRA Code of Conduct.

Desirable Personal Attributes

- Self-Motivated
- Broad systems and innovative thinking
- Compassionate and empathetic approach
- Ability to influence others
- Open to new ideas
- Mindful observation
- Timely informed decision making
- People oriented
- Collaborative approach
- Confidence in own ability
- Builds rapport
- Embraces self-growth and continual learning
- Adaptable, flexible and persistent as required
- Takes direction
- Effective delegator
- Resilience
- Positive outlook

Leadership Capabilities

Leadership Capability	Definition
Plan and aligns	Planning and prioritising work to meet commitments aligned with organisational goals
Drives vision and purpose	Painting a compelling picture of the vision and strategy that motivates others into action

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Ensures accountability	Holding self and others accountable to meet commitments
Strategic mindset	Seeing ahead to future possibilities and translating them into breakthrough strategies
Instils trust	Gaining the confidence and trust of others through honesty, integrity and sincerity
Communicates effectively	Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences
Situational adaptability	Adapting approach and demeanour in real time to match the shifting demands of different situations.
Collaborates	Building partnerships and working collaboratively with others to meet shared objectives
Builds effective teams	Building strong-identity teams that apply their diverse skills and perspectives to achieve common goals.
Customer focus	Building strong customer relationships and delivering customer-centric solutions
Additional Requirements	
<p>All employees are required to:</p> <ul style="list-style-type: none"> • Obtain a police / criminal history check prior to employment. • Obtain a working with children check prior to employment (if requested). • Obtain an Immunisation Health Clearance prior to employment. • Report to management any criminal charges or convictions you receive during the course of your employment. • Comply with relevant Western Health clinical and administrative policies and guidelines. • Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures. • Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health. • Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health. • Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health. • Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), Occupational Health and Safety (Psychological Health) Regulations 2025, the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, Part 5A of the Family Violence Protection Act 2008 and Part 6A of the Child Wellbeing and Safety Act 2005. • Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines. 	
General Information	
<ul style="list-style-type: none"> • Redeployment to other services within Western Health may be required. • Employment terms and conditions are provided according to relevant award / agreement. • Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace. • This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs. • Western Health is a smoke free environment 	

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I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____

Date: [Click here to enter a date.](#) _____

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