

POSITION DESCRIPTION

1. POSITION TITLE Senior Therapeutic Specialist	2. POSITION LOCATION Newcastle, Hunter, Manning Regions	3. PERFORMANCE MANAGER Senior Practice Manager
4. SERVICE AREA Permanency Support Program	5. CLASSIFICATION SCHADS 6	6. POSITION STATUS Permanent Full-time
7. POSITION SUMMARY		
<p>The Senior Therapeutic Specialist provides dedicated consulting, assessment and training support to the CatholicCare Permanency Support Program, (PSP). As a Registered Psychologist, the Senior Therapeutic Specialist proactively supports PSP Care Teams as they focus on achieving safety and permanency for vulnerable children and young people in out-of-home-care, (OoHC).</p> <p>The Senior Therapeutic Specialist is a clinical expert in trauma informed therapeutic care. They are a behaviour support expert whose role requires intensive engagement with Care Teams, Program Consultants, Specialists and Managers.</p> <p>The Senior Therapeutic Specialist works with external service providers to deliver collaborative psychological assessments, therapeutic interventions and professional services to PSP client groups. They provide specialist advice and guidance in the development of therapeutic case plans, actively promoting the CatholicCare Therapeutic Models, (ARC+C and NMT).</p> <p>The Senior Therapeutic Specialist delivers training concerning the impact of trauma on brain development, providing advice and oversight to the therapeutic component of casework undertaken in the PSP, including the legalities of Behaviour Support Plans and Restrictive Practices.</p>		
8. ESSENTIAL ATTRIBUTES & ACCOUNTABILITIES		
<ul style="list-style-type: none"> • A commitment to work within the Mission, Vision and Values of CatholicCare. • As required, the ability to administer and complete a variety of psychometric, developmental and cognitive assessments with children and young people. • Experience in developing, monitoring and delivering intervention strategies for children, young people, their family and carers. • Ability to mentor and guide others in relation to therapeutic approaches, behaviour support plans and restrictive practices. • Demonstrated ability to develop and facilitate meaningful training packages regarding the effects of trauma for a wide range of stakeholders in a PSP environment. • As a member of the specialists' team, contribute to operational and policy issues and change management strategies which support CatholicCare's goals and objectives. • Participate and contribute to a culture of continuous learning and professional development to ensure practice knowledge and skills are contemporary, ethical and evidence-based. • Ability to demonstrate and work within the key accountabilities and inherent requirement of this position detailed in Section 12. 		
9. ESSENTIAL QUALIFICATIONS / LICENCES		

- Tertiary qualification in psychology with full registration with AHPRA.
- Current driver's licence.

Appointments are subject to reference checks and the following pre-employment checks:

- National Criminal History Record Check in accordance with the Disability Inclusion Act 2014.
- Working with Children Check clearance in accordance with the Child Protection (Working with Children) Act 2012.

10. KEY CHALLENGES

- Working as a highly skilled practitioner within a high demand environment, across a number of Care Teams and offices and ensure priority cases are addressed and timely referrals are made.
- Working with children and young people who have experienced significant trauma.
- In some cases, working in regional areas of NSW, which involves unique challenges including limited access to services and geographical distances.
- Maintaining current knowledge of emerging good practice and professional standards and applying this in the context of PSP and CatholicCare Social Services.
- Promoting a focus on children, young people and their families in situations where their participation in social service programs is involuntary, court ordered, or where there is disagreement with the decisions and actions of the NSW Department of Communities and Justice or CatholicCare Social Services.
- Being sensitive to cultural differences, social complexities and the uniqueness of every family and child while ensuring that children and young people are safe and cared for.

11. KEY RELATIONSHIPS & COMMUNICATION

RELATIONSHIP	PURPOSE & FREQUENCY
1. Senior Practice Manager	<ul style="list-style-type: none"> • Direct supervisor • Seek direction, advice and support • Escalate issues, keep informed and receive feedback
2. PSP Care Team	<ul style="list-style-type: none"> • Provide specialist and clinical advice • Provide education, training and upskilling • Participate as a specialist in reflective practice and Group Supervision
3. Operations Manager - PSP	<ul style="list-style-type: none"> • Oversees business operations, contractual and financial aspects of service delivery across multiple social service programs • Provide information and feedback as required
4. Casework Specialists, Program Development & Implementation Manager, Program Consultants, Legal Officers	<ul style="list-style-type: none"> • Specialist and clinical advice • Partnership and collaboration • Quality assurance and compliance
5. Children, young people & families	<ul style="list-style-type: none"> • The main focus for Care Teams who are working to promote good parenting and providing a safe and stable home

6. Authorised Carers, (Rel/Kin & Foster)	<ul style="list-style-type: none"> Key clients who provide care for children and young people
7. Government & non-government partners	<ul style="list-style-type: none"> Referral to other agencies for therapeutic assessments and intervention in the best interest of clients Maintain strong contacts with key stakeholders involved in providing clinical services to PSP clients Partnership and consistency in psychological service delivery
8. Children's court	<ul style="list-style-type: none"> Court orders, and other legal decisions on children and families are brought before the Children's Court Advice and guidance to Care Teams concerning Court Clinic Assessments and other parental capacity reporting
9. Office of Safeguarding (OoSG)	<ul style="list-style-type: none"> Reporting concerns related to vulnerable people as per the Diocese of Maitland-Newcastle, (DOMN) reporting policies and the employee Code of Conduct
10. The Rosewood Centre	<ul style="list-style-type: none"> Direct clinical supervisor, seek clinical direction, advice and support Referrals for therapeutic assessments and intervention in the best interest of clients, including but not limited to Behaviour Support Plans and Restrictive Practice Maintain strong contacts with key stakeholders involved in providing clinical services to PSP clients Partnership and consistency in psychological service delivery

12. PERFORMANCE - COMPETENCE AND CAPABILITIES

The capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's Essential Attributes and Accountabilities.

Area of competence & capability	Indicative Tasks & Behaviours
Decision-making	<p>The role:</p> <ul style="list-style-type: none"> The primary focus of the decision making is in assessing or participating in the assessment of clients and determining and providing or supporting the intervention services. The role has a high degree of autonomy with the Senior Therapeutic Specialist managing their own workload including making specific recommendations for each consultation or collaboration concerning PSP clients. The role establishes day to day case management and referral priorities in consultation with the Senior Practice Manager, Casework Specialist and clinical supervision and support manager. Fully registered psychologists are clinically responsible for all clinical aspects of their work and report to a clinical supervision and support manager, via The Rosewood Centre

Operations	<ul style="list-style-type: none"> • Where required conduct or participate in psychological, social, emotional, cognitive, developmental, behavioural and functional assessments to identify areas of need, develop treatment plans and provide evidence informed interventions for the client. • Where required deliver or participate in the delivery and evaluation of therapeutic interventions including but not limited to psycho-education, counselling, behaviour management, behaviour support services, group interventions and other evidence-based therapies to support the individual needs of the client. • Provide consultation to staff and managers, individually or as a consultant in group supervision, to assist the decision-making process on psychological, developmental, emotional and behaviour management issues with a view to assist in the decision-making process. • Deliver training to staff, families, carers, foster parents and external agencies in relation to trauma and other issues relevant to a child/young person's exposure to abuse and maltreatment. • Provide clinical recommendations to internal and external parties to ensure treatment goals are facilitated and where necessary, approve referral to the external professional body to whom the case is to be outsourced. • Maintain electronic clinical records and provide written reports in line with CatholicCare policies and professional requirements. • Undertake quality assurance and risk management tasks associated with child safe standards and compliance including but not limited to; Behaviour Support Plans, Restrictive Practice, Auditing, Reviews and Panel.
Act with Integrity	<ul style="list-style-type: none"> • Represent the organisation in an honest, ethical and professional way and encourage others to do so • Demonstrate professionalism to support a culture of integrity within the team/unit • Set an example for others to follow and identify and explain ethical issues • Ensure that others understand the legislation and policy framework within which they operate • Act to prevent and report misconduct, illegal and inappropriate behaviour
Communicate Effectively	<ul style="list-style-type: none"> • Tailor communication to the audience • Clearly explain complex concepts and arguments to individuals and groups • Monitor own and others' non-verbal cues and adapt where necessary • Create opportunities for others to be heard • Actively listen to others and clarify own understanding

	<ul style="list-style-type: none"> • Write fluently in a range of styles and formats
Commit to Customer Service	<ul style="list-style-type: none"> • Support a culture of quality customer service in the organisation • Demonstrate a thorough knowledge of the services provided and relay to customers • Identify and respond quickly to customer needs • Consider customer service requirements and develop solutions to meet needs • Resolve complex customer issues and needs • Co-operate across work areas to improve outcomes for customers
Influence & Negotiate	<ul style="list-style-type: none"> • Utilise facts, knowledge and experience to support recommendations • Work towards positive and mutually satisfactory outcomes • Identify and resolve issues in discussion with other staff and stakeholders • Identify others' concerns and expectations • Respond constructively to conflict and disagreements • Keep discussion focused on the key issues
Plan & Prioritise	<ul style="list-style-type: none"> • Understand the team/unit objectives and align operational activities accordingly • Initiate, and develop team goals and plans and use feedback to inform future planning • Respond proactively to changing circumstances and adjust plans and schedules when necessary • Consider the implications of immediate and longer term organisational issues and how these might impact on the achievement of team/unit goals • Accommodate and respond with initiative to changing priorities and operating environments
Manage & Develop People	<ul style="list-style-type: none"> • Ensure that roles and responsibilities are clearly communicated. • Collaborate on the establishment of clear performance standards and deadlines in line with established performance development frameworks. • Develop team capability and recognise and develop potential in people. • Be constructive and build on strengths when giving feedback. • Identify and act on opportunities to provide coaching and mentoring. • Recognise performance issues that need to be addressed and work towards resolution of issues.
Demonstrate Accountability	<ul style="list-style-type: none"> • Take responsibility and be accountable for own actions • Understand delegations and act within authority levels • Identify and follow safe work practices, and be vigilant about their application by self and others

	<ul style="list-style-type: none"> • Be alert to risks that might impact the completion of an activity and escalate these when identified • Use financial and other resources responsibly
Technology	<ul style="list-style-type: none"> • Apply computer applications that enable performance of more complex tasks • Apply practical skills in the use of relevant technology • Make effective use of records, information and knowledge management functions and systems • Understand and comply with information and communications security and acceptable use policies • Support the implementation of systems improvement initiatives and the introduction and roll-out of new technologies

13. MISSION – VISION – VALUES

Our Mission

CatholicCare Hunter Manning listens and responds by working together with communities to build a stronger, fairer and kinder society that values children, young people, families and individuals. Through Christ's mission we seek to provide opportunities for people to 'have life and have it to the full'.

Our Vision

For inclusive, just and strong communities. We nurture, respect and encourage strong relationships where the individuality and strengths of each person are respected, valued and celebrated.

Our Values

Innovation – we continually challenge ourselves to consider all creative options.

Acknowledging – our feelings and actions; we acknowledge our circumstances and choose to respond respectfully; we take responsibility for our behaviour.

Learning and improving – we all bring skills and practice knowledge that we share to achieve continuous improvement.

Inspiring – we encourage each other to reach our full potential.

14. EMPLOYMENT CONDITIONS

All CatholicCare employees are required to participate in performance management in accordance with our policies and procedures.

In line with our values, all CatholicCare employees are offered appropriate education, training and upskilling opportunities some of which may require compulsory attendance.

15. LEGISLATION & CATHOLIC CARE POLICY

Occupants must:

- Abide by the laws and regulations of the Commonwealth of Australia, its States and Territories. Any criminal or civil action taken against the occupant must be reported immediately to the Director/HR Manager.
- Take all care and reasonable action to familiarise themselves with Diocese of Maitland-Newcastle, (DOMN) policies and procedures, CatholicCare Social Services policies, practices and procedures, and the employee Code of Conduct to ensure compliance with WH&S laws and regulations.

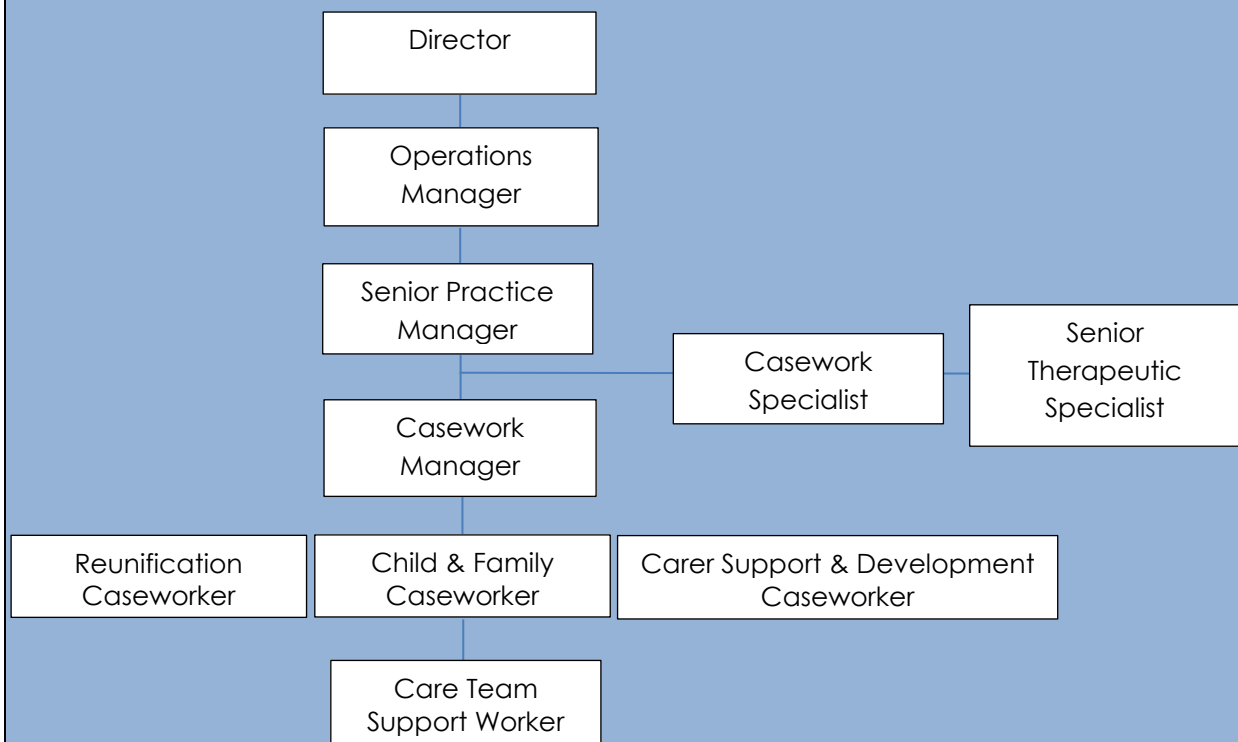
- Abide by all DOMN policies and procedures, including mandatory reporting legislation, Diocesan Child Protection Policy and the reporting requirements of the Office of Safeguarding.
- Not take advantage of their role and position within CatholicCare for personal gain.
- Take responsibility for their personal safety and the wellbeing of other employees, clients, contractors and visitors to CatholicCare sites.
- Only make operational and financial decisions within their delegated responsibilities.

16. EXPECTED EMPLOYEE BEHAVIOUR

Employees must:

- Display a commitment to the Mission, Vision & Values of CatholicCare.
- Display a commitment to work within the Practice 1st Guiding Principles of CatholicCare.
- Refer to and work within legislation, workplace policies and procedures relevant to child safe organisations and the permanency support program.
- Work with partners and stakeholders in line with legislation, regulation and policy frameworks.
- Develop and maintain professional relationships and boundaries with colleagues, clients and partnering agencies.
- Maintain privacy, confidentiality and exercise discretion when providing services on behalf of CatholicCare, including information sharing and document management concerning colleagues, clients and partnering agencies.
- Model behaviours and language that is respectful and gives dignity to themselves, colleagues, clients, contractors and visitors to CatholicCare sites.
- Attend workplace meetings, Group Supervision, Individual Supervision and mandatory Education, Training and Upskilling (ET&U) as required.
- Participate and contribute to a culture of critique, continuous learning, professional development and teamwork.

17. ORGANISATIONAL CHART*



*Abbreviated Org Chart illustrating position line management



Position Description last reviewed:	December 2021	Next review due:	December 2022
Employee Signature:		Date:	
Employee Name:			