

## POSITION DESCRIPTION

---

|                                |                                                         |
|--------------------------------|---------------------------------------------------------|
| <b>Position Title:</b>         | Grade 4 Clinical Psychologist (Supervisor)              |
| <b>Business Unit/Division:</b> | Allied Health                                           |
| <b>Award Agreement:</b>        | Medical Scientists, Pharmacists and Psychologists Award |
| <b>Classification:</b>         | Grade 4, Year 1-4 (PM1 – PM5)                           |
| <b>Employment Type:</b>        | Casual                                                  |
| <b>Reports to:</b>             | Director of Psychology – Allied Health                  |
| <b>Date Prepared/Updated:</b>  | 10/09/2025                                              |

**General Role Statement:**

The Grade 4 Clinical Psychology Supervisor contributes to the clinical supervision and professional development of Grade 2 and 3 Psychologists at Northern Health (Allied Health Division).

## ORGANISATIONAL OVERVIEW

---

### Introduction

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Centre
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

**Our Vision:**

Creating a healthier future by working together, innovating and delivering great care.

**Our Values:**

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.
- Together – We work together with our staff, patients, consumers and health system partners.

**Our Priorities:**

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

**Safety, Quality and Clinical Governance at Northern Health**

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

**Commitment to Child Safety at Northern Health**

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

**Family Violence and Child Safety Statement:**

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

## ROLE STATEMENT

Northern Health (Allied Health) Psychologists deliver a range of evidence-based individual and group-based interventions to address identified psychological issues and enhance patient outcomes within their healthcare. Psychological services are provided to patients in acute and subacute inpatient, outpatient and community settings. Services are provided to adults and older adults across clinical settings, and some children accessing specialist paediatric services.

The Grade 4 Clinical Psychology Supervisor provides high quality clinical supervision to Grade 2 and 3 Psychologists working within the Northern Health Psychology Department (Allied Health Division). This role ensures high standards of psychological practice, supports professional development, positive staff wellbeing and promotes ethical and evidence-based practice. The Clinical Psychology Supervisor will deliver individual and potentially group supervision, whilst fostering a safe, reflective space for supervisees to develop clinical skills and professional identity. The position also requires review of medical records and clinical documentation as appropriate and maintains accurate and confidential supervision records.

The Grade 4 Clinical Psychology Supervisor works closely with the Allied Health Psychology Director, Psychology Clinical Leaders and Clinical Education Team to ensure that services delivered are safe, evidence based, patient/client centred, and of a high standard. The Clinical Psychology Supervisor may also at times contribute to clinical education, staff recruitment/selection/retention tasks, staff performance appraisal/management, and service monitoring/reporting/evaluation. The role is flexible and can be performed remotely and/or across the various Northern Health campuses as required. Compliance with mandatory training as per NH Policy is a requirement of this role.

This position is responsible for:

### Role Responsibilities:

- Manage a supervision case load efficiently and provide clinical leadership
- Ensures that services delivered are evidence based and patient/client centred, that services delivered enhance continuity of care
- Builds capacity as regards psychological approaches to achieve positive health and lifestyle outcomes through attitude and behaviour change.
- Works in strong partnership with other team members and actively participates in required departmental meetings where possible.
- Facilitates an active learning culture.
- Provides clinical supervision to Grade 2 and 3 Clinical and Health Psychologists.
- Communicates appropriate information to the Allied Health Psychology Leadership Team and documents in an accurate and timely manner
- Models and practices highly developed negotiation and conflict resolution skills
- Demonstrates a detailed knowledge of relevant community resources, information and referral processes, and utilise this knowledge in clinical supervision
- Fosters and models a detailed understanding of culturally and linguistically diverse communities
- Undertakes appropriate professional duties as directed by the Director of Psychology – Allied Health.

### Professional Responsibilities:

- Utilises opportunities to increase professional knowledge and skill base.
- Fosters and demonstrates active participation in supervision.
- Actively seeks out all learning opportunities and fosters this in others.
- Applies the principles of evidence-based practice to clinical supervision and consultation.
- Participates in in-service training as required.

- Complies with department and ethical guidelines around use and storage of psychological tests to ensure their integrity is maintained.
- Complies with the Australian Psychological Society Code of Ethics/new AHPRA Psychology Board of Australia Code of Conduct from December 2025.

#### All employees:

#### Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

## KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

---

#### Leadership

- Supervises Grade 2 and 3 Psychology staff working in relevant services across Northern Health
- Creates and facilitate a learning culture which reflects evidence-based practice.
- Ensures staff understand clinical interventions support the achievement of Northern Health objectives and performance indicators

#### Strategic and Project Management Leadership

- Participates in relevant strategic initiatives and quality improvement initiatives across Northern Health where possible

#### Organisation-Wide Contribution

- Supports the achievement of accreditation under the National Safety and Quality Health Care Standards
- Participates in relevant local and organisational wide education, activities, and initiatives where possible

#### Diversity and Inclusion

- Conducts self in a way that is respectful of others
- Supports achievement of Northern Health's Cultural Responsiveness Plan
- Together with other staff, support training and events that promote diversity, inclusion and gender equity

#### Innovation and Culture Change

- Actively engages in organisational change and transformation processes

- Promotes a culture of person-centred care
- Displays an innovative mind-set

## SELECTION CRITERIA

### Qualifications, Registrations and Qualities

#### Essential

- Current registration with the Psychology Board of Australia (PBA)
- Doctoral or Masters level qualifications in Clinical Psychology
- Psychology Board of Australia Area of Practice Endorsement in Clinical Psychology
- Current National Police and Working with Children History Check
- Psychology Board of Australia Approved Supervisor
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face-to-face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.

#### Experience

- 8 or more years postgraduate experience in a relevant clinical setting
- A high level of knowledge and experience in working with people living with chronic health conditions
- Experience working in public health settings and understanding of the pathways from acute to subacute care
- Experience in providing clinical supervision and support to Public Health Psychologists

#### Preferred

- Current Victorian Driver Licence

#### Knowledge, Skills and Behaviours

- Demonstrated highly developed interpersonal skills.
- Understanding of the cultural diversity of the community, as well as commitment to culturally responsive and trauma-informed care.
- Ability to work both autonomously and in collaboration with the Psychology Leadership Team.
- Commitment to professional development and reflective practice
- Ability to work flexibly across services and settings

#### Employee Declaration

I  have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: