

Position Title	Practice Leader – Disability Services		
Organisation	House with No Steps	Department/Service	Disability Services
Line Manager	Area Manager	Region	South East Victoria
Direct Reports	<p>Nil</p> <p>Whilst Practice Leaders may not hold direct line management responsibility, these roles do have advisory and leadership responsibilities in relation to the quality and effectiveness of practice. Day to day liaison and communication between Practice Leaders and practitioners (as appropriate) and Area and Service Managers and Client Engagement Coordinators is expected and encouraged.</p>		
Type	Full-time, permanent		

Position Summary & Working environment	<p>Working within a consultative and advisory framework, this role provides leadership for specialist support programs - maintaining and developing the quality and standards of these programs, and provides consultation on the disciplines of disability and complex clients across the organisation.</p> <p>The Practice Leader holds responsibility for the clinical direction of the specialist programs, encouraging and developing the use of appropriate therapeutic or clinical methodologies and high standards of clinical practice in these areas of service delivery.</p> <p>The role also ensures that systems are in place for providing clinical supervision, professional development and training of direct service staff in the specialist programs. In cooperation with the Area Managers and other Managers, the role will provide support and consultation in relation to assessment, prevention and support practices, and provide consultation to all line managers, senior practitioners and practitioners on all relevant clinical/practice matters. The Practice Leader will also be required to provide sound policy advice and support the regions to meet Regulatory requirements and Standards.</p>
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Role Specific Capabilities Essential	<p>Essential</p> <p>A thorough understanding and appreciation of the organisational values, integrate the values into their work and demonstrate behaviours that reflect the values.</p> <p>In addition, the core attributes are required;</p> <ul style="list-style-type: none"> • Visibly ethical - able to engage and influence others as a credible leader, clearly sharing the organisation’s vision internally and externally. • Leadership, conceptual thinking, initiative & influence - able to inspire and encourage others to understand and embrace different approaches to dealing with specialist programs, identify opportunities for change, generate creative solutions and lead initiatives to improve workplace processes and relationships. Able to work collaboratively with Area and Service Managers. Coordinators and staff to initiate process improvements and deliver quantifiable benefits, simultaneously focusing
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	<p>on both long term and short-term goals.</p> <ul style="list-style-type: none"> • Management of others to achieve –able to work respectfully and co-operatively with all Managers and staff, with representatives of key partnership ventures and other stakeholders, appreciating and valuing difference in working styles and organisational approaches and structures. Able to facilitate and to manage consultative processes positively. • Professional and sector expertise – demonstrated familiarity, experience and clinical expertise in developing and implementing approaches to achieve clinical/practice excellence in services Able to work effectively and efficiently in a politically sensitive and changing environment. • Communication – demonstrated ability to conceptualise and communicate complex ideas using varied approaches to a variety of internal and external stakeholders and to communicate verbally and non-verbally in a clear, comprehensive and succinct fashion within the context of continuous improvement and risk management. Ability to clearly convey complex information, including concepts and ideas which influence and stimulate quality outcomes. • Client service – ability to understand diverse and complex client needs and to link these needs with quality assurance and/or program initiatives which build staff awareness, expertise and motivation to respond appropriately, addressing these needs. • Organisational acumen - able to understand and link the organisations service programs with the sector, funding bodies and the organisational strategic direction, linking initiatives with organisational outcomes, cognisant of contractual obligations • Self awareness – a high degree of self awareness, appreciation of difference and ability to build sustainable and confident professional relationships with peers and others at various levels. • Cultural awareness – having a considered appreciation of differences in culture, religion, and sexual orientation and a willingness to work respectfully and flexibly with such differences. Having an egalitarian approach to male/female relationships as reflected in Australian law. • Flexibility – cognisant of quality assurance and risk management principles, able to be innovative and to tolerate and manage complexity, uncertainty and ambiguity successfully. Able to forward plan, provide advice to Senior Management to prepare for the implications of new challenges associated with the new standards. • Significant operational knowledge and experience, a minimum of 10 years experience of directly working alongside individuals within a social care setting (preferably disability services)
<p>Role Specific Capabilities Desirable</p>	<ul style="list-style-type: none"> • Demonstrated experience, training and skill in clinical supervision, mentoring, coaching and practice development. • Experience and skill in the delivery of training and/or professional development programs • Advanced understanding of person centred active support and the application across diverse service settings • Advanced understanding and practical application of legislative and service delivery frameworks that underpin disability services • Experience and skill in policy development and implementation

Qualifications	<ul style="list-style-type: none"> • Tertiary qualifications in Health, Psychology, Social Work, Sociology or other related discipline.
Safety Screening Requirements	<ul style="list-style-type: none"> • Current Victorian Drivers License • Cleared National [all applicants] and International [where required] Police Record Check. Please note it is the responsibility of all staff to notify the organisation immediately if there are any changes to their criminal records status. • Current right to work in Australia • Cleared check against the Department of Health & Human Services operated Disability Worker Exclusion Scheme • A valid, employer Working with Children Check may be required if the role has direct contact with children • Membership of relevant Professional Bodies would be highly regarded
Other requirements of the role	<ul style="list-style-type: none"> • Regular After Hours response to critical incidents will be required. • Regular travel throughout the region is necessary

KEY RESPONSIBILITIES	
Leadership	<p>Practice Leaders are required to understand the organisational values, integrate the values into their work and demonstrate behaviours, which reflect the values.</p> <ul style="list-style-type: none"> • To model the organisation's values and play a role in raising the profile of these values and associated behaviours across the organisation. This includes a positive contribution to workplace harmony displaying cooperative team behaviour. • Develop and implement professional development, training and case consultation in consultation with Regional Service Managers, Learning and Development staff, senior management and sector specialists. • Develop and maintain links and solid relationships within the community services sector, at a state wide level. • Represent the organisation externally in relevant service fields, as required.
Practice and Quality	<ul style="list-style-type: none"> • Develop and implement quality assurance and continuous improvement specialist programs that are aligned with both organisational and contractual requirements. • Maintain, develop and oversee clinical training and professional development activities in specialist support programs. Where required, provide clinical supervision and case consultation to staff. • Promote and drive quality service provision across specialist programs, engaging, influencing and providing clinical leadership. • Provide policy advice on the organisations' areas of specialist service delivery maintaining currency of relevant policies and procedures in collaboration with other relevant organizational staff. Facilitate the consistent application of specialist service related policies, procedures and forms throughout the regions Undertake specific practice related projects as requested
Research and	<ul style="list-style-type: none"> • Promote and implement practice based on current research and best practice

evaluation	<p>models of support.</p> <ul style="list-style-type: none"> • Develop a systematic approach to evaluate the clinical quality and effectiveness of the organization’s specialist programs.
Quality	<ul style="list-style-type: none"> • Develop and implement quality assurance and continuous improvement specialist programs that are aligned with both organisational and contractual requirements. • Maintain, develop and oversee relevant training and professional development activities in specialist support programs. Support reflective practice and trauma informed supervision practices and frameworks and provide opportunity for case consultation, coaching and mentoring to program staff. • Promote and drive quality service provision across specialist programs, engaging, influencing and providing discipline specific practice leadership. • Provide policy advice on the organizations’ areas of specialist service delivery maintaining currency of relevant policies and procedures in collaboration with other relevant organizational staff. Facilitate the consistent application of specialist service related policies, procedures and forms throughout the regions • Undertake specific practice related projects as requested. • Perform additional duties from time to time, as required.
Occupational Health and Safety (OHS) and Risk Management	<ul style="list-style-type: none"> • Manage organisational risk by implementing robust OHS systems and practices in line with organisational policy and plans; • Develop and implement risk management plans as service requirements; • Ensure hazards are reported, documented and acted upon to remove or minimise risk; • Ensure all decisions are made or advice sought to balance potential OHS risks with quality of life for the individual. • Ensure safe work practices are in place and monitored and that all learning and development requirements are met <p>Lead, engage and consult with OHS Committees, Health and Safety Representatives and staff to identify issues proactively and resolve issues as required</p>
Physical and/or psychological requirements of the role:	
Physical	<ul style="list-style-type: none"> • Physical ability to safely undertake all aspect of the role
Psychological	

Declaration

I acknowledge that:

- Statements included in this position description are intended to reflect duties and responsibilities that I may be required to undertake and are not to be interpreted as being all inclusive
- I have read, understood and accepted the above position description and associated attachments.
- I confirm my skills, experience and qualification match those which are sought.
- I consent to House with No Steps disclosing my personal details to third parties to undertake required Safety Screening checks as part of my application and during employment should my application be successful or when required to do so by Law.
- I agree to notify the organisation immediately of any changes to my criminal records status.
- The House with No Steps is a child safe organisation and I have a responsibility to uphold the organisation's commitment to ensuring the safety and wellbeing of children.

Employee signature:

Print name:

Date:

Line Manager signature:

Print name:

Date: