

POSITION DESCRIPTION

Position Title:	Psychologist
Grading:	Manager 4+
Remuneration:	to be advised by HR
Status:	Permanent, Full time
Location:	Newington
	(Note: routine travel to all clinics across metropolitan Sydney is required)
Responsible to:	Operations Manager
Relates to:	State Social Worker Medical Officers Registered Nurses Health Promotion Officers
Responsible for:	Nil

Our Organisation

Family Planning NSW is the leading provider of reproductive and sexual health services in NSW. As an independent not-for-profit organisation we offer expert clinical care, information and advice for every body in every family as well as education and training and evidence-based research to support doctors, nurses and other professionals.

Family Planning NSW is committed to excellence in meeting the reproductive and sexual health needs of the community. We achieve this by providing best practice, accredited clinical services, enhancing the knowledge and skills of service providers, improving the body of knowledge about reproductive and sexual health through rigorous research and evaluation, and leading international development projects to promote the rights of marginalised people in developing countries.

Position Overview

This position is responsible for the provision of specialist psychology services to clients of Family Planning NSW including specialist assessment, treatment planning, consultations (individual and/or group) and advice in areas relevant to reproductive and sexual health which may include:

- Sex therapy
- Anxiety – including phobias and OCD
- Depression – including postnatal depression
- Lifestyle behaviour change – exercise and weight management, diet
- Relationships and couples counselling
- Bereavement counselling
- Anger management
- Health coaching
- Insomnia / sleep difficulties
- Body self image
- Adjustment disorders
- Self-esteem and self identity
- Chronic illness and pain management.

This role is also responsible for the delivery of the sexuality and relationships service for people with disability in the Hunter region. The scope of the sexuality & disability service is to provide specialist assessment and individual therapeutic and group based training to people with disability to support their goals and aspirations in the area of sexuality and relationships. Support is also provided to parents and carers of participants of the service.

The position is based at our Hunter centre and works closely with the centre's multi-disciplinary team and supports the activities of Family Planning NSW.

Selection Criteria

Essential

- Tertiary qualifications in psychology
- Current AHPRA registration
- A minimum of 5 years post-graduate clinical experience in psychology
- Experience in assessment and diagnosis of mental health disorders, and provision of evidence-based psychological strategies
- Demonstrated understanding of key issues in comprehensive Primary Health Care, particularly in relation to the health and wellbeing needs of adults and young people
- Experience providing therapy support for children, adolescents, and adults with a disability
- Demonstrated experience working in a multidisciplinary team and working in collaboration with other service providers
- Eligible to provide services under the NDIS, Medicare and private health insurance

Desirable

- Demonstrated skills in providing sexuality and relationships knowledge assessment and positive behaviour support strategies for people with disability
- Previous experience in designing, delivering and evaluating group based training

Values

- Family Planning NSW is a pro-choice organisation
 - Staff are expected to fully support an individual's right to choose regarding their pregnancy, whether that be parenting, adoption/foster care or abortion.
 - As an abortion service provider, all FPNSW staff are expected to actively participate in the provision of abortion services within the full scope of the role they are appointed to.
 - For this role, that means providing non-directional pregnancy options counselling and providing short term counselling to clients seeking or following an abortion.
- Must support the Family Planning NSW values:
 - Human rights focus - promoting the rights of all people to reproductive and sexual health
 - Integrity - maintaining a strong ethical base, being accountable and transparent
 - Inclusiveness - valuing and respecting diversity without judgement
 - Equity of access - ensuring access to our services for all including priority populations
 - Client centred - placing the needs of the whole person at the centre of our work
 - Commitment to excellence - ensuring high standards in all our work
 - A just culture – a balanced accountability for both individuals and the organisation

Other requirements

- A Criminal Record Check, Working With Children Check and Disability Worker Check are required prior to commencement in this role
- Immunisation/vaccination requirements apply to this role

Key Responsibilities

Clinical services

- Provide evidence-based, focused psychological strategies to adults and young people referred under a GP Mental Health Care Plan or under other funding arrangements, eg. private health insurance.
- This may also involve the development, facilitation and evaluation of group treatment programs.

- Maintain accurate case notes for clients using an electronic clinical record and according to established protocols and professional standards.
- Participate in case review meetings, contribute to care plans and participate in planned case conferences with GPs and other health professionals involved in the client's care as required.
- Provide written reports to the client's referring GP with information regarding assessments undertaken, treatment provided; and recommendations on future management of the client's disorder, according to professional protocols.
- Contribute to service planning, policy and procedure development and other administrative functions relevant to service provision (including assessment procedures, protocols for individual and group treatment programs, pathways and procedures for referral)
- Provide quality, client centred psychological assessment and treatment advice in the context of a holistic framework and in a multi-disciplinary team setting
- Work co-operatively and effectively with the multidisciplinary team to support the development of their capacity in their delivery of services and treatment for clients
- Engage in professional development activities relevant to your discipline
- Contribute to in-service professional development activities to enhance capacity of Family Planning NSW
- Contribute to the development and implementation of relevant research and evaluation programs for the service as required
- Be an active member of the clinical leadership team
- Advise management on clinical service delivery and Psychologist Code of Ethics/Practice
- Contribute to the successful achievement of strategic goals and business performance targets
- Participate in ongoing professional development and supervision
- Any other duties as required by Executive

Disability services

- Provide specialist assessment of sexuality and relationships skills, abilities and needs of people with disability and develop support plans within a person-centred framework
- Provide individualised sexuality and relationships training to people with disability and design positive behaviour support strategies where appropriate
- Develop, deliver and evaluate group-based sexuality and relationships training programs to people with disability
- Provide support to parents, carers and families to achieve the goals of participants of the service
- Develop referral pathways for participants of the service to ensure coordinated supports with other disability and specialised service providers
- Link participants, their parents and carers, and service providers with relevant Family Planning NSW services and programs including clinical services, health promotion and professional education
- Engage in activities that raise the profile of Family Planning NSW's disability services by attending and presenting at forums, network meetings, interagency meetings, conferences etc
- Work collaboratively within a multi-disciplinary team and attend relevant meetings, in particular the Hunter centre and disability team
- Contribute to the development of effective administrative, record maintenance and reporting processes according to the quality assurance and compliance requirements of the NDIS

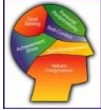



Work health and safety

- All employees are responsible to ensure they work in a manner which minimises the risk of injury to themselves, other workers, clients and visitors
- Managers are responsible for ensuring that safe work practices are in place and all employees abide by safety instructions
- Any potential risk should be reported to the employee's manager immediately for investigation and remedy
- Any breaches of safety procedures must be reported through the incident management procedures and any employee found breaching safety requirements will be subject to disciplinary action which may include termination of employment.


Safety and quality

- Commit to maintaining best practice by adhering to the scope of practice and within clinical role boundaries defined by FPNSW policy
- Maintain the required professional qualifications and competence level to practice within the defined scope of practice
- Commit to clinical skill development and take personal responsibility to update knowledge, enhance skill and maintain professional accreditation and competency standards to perform within the context of practice
- Adhere to FPNSW's defined escalation and delegation policies and systems for clinical practices
- Apply defined clinical guidelines, policies, procedures and protocols in a manner relevant and appropriate to the client's needs
- Adhere to the *Incident Management Policy* to report and escalate any clinical issue with medicolegal implications within specified time frame
- Commit to share knowledge, provide relevant support to other staff members pertaining to psychological wellbeing of clients according to the Scope of Practice guidelines and policy
- Refer appropriately within and outside the organisation
- Maintain clinic efficiency by
 - Complying with the conditions of employment
 - Maintaining high standards of clinical documentation
 - Appropriately managing own time and collaborating with other team members as required
 - Maintaining flexibility to enable clinic schedules to run smoothly and accommodate any emergencies that may arise
- Contribute to continuous quality improvement through proactive and regular review of the effectiveness of work practices and service delivery, and make improvement proposals and suggestions

Family Planning NSW Capability Framework

Capability Group	Capability Name	Level Descriptor
Personal Attributes 	Display Resilience and Courage Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
	Act with Integrity Be ethical and professional, and adhere to the Family Planning NSW values	Adept
	Manage Self Show drive and motivation, a measured approach and a commitment to learning	Adept
	Value Diversity Show respect for diverse backgrounds, experiences and perspectives	Adept
Relationships 	Communicate Effectively Communicate clearly, actively listen to others and respond with respect	Adept
	Commit to Customer Service Provide customer centric services in line with organisational objectives	Adept
	Work Collaboratively Collaborate with others and value their contribution	Adept
	Influence and Negotiate Gain consensus and commitment from others and resolve issues and conflicts	Intermediate
Results 	Deliver Results Achieve results through efficient use of resources and a commitment to quality outcomes	Intermediate
	Plan and Prioritise Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions	Adept
	Demonstrate Accountability Be responsible for own actions, adhere to legislation and policy and be proactive to address risk	Adept
Business Enablers 	Finance Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate
	Project Management Understand and apply effective planning, coordination and control methods	Intermediate

For supervisory roles only

Capability Group	Capability Name	Level Descriptor
People Management 	Manage and Develop People Engage and motivate staff [®] and develop capability and potential in others	Not applicable
	Inspire Direction and Purpose Communicate goals, priorities and vision and recognise achievements	Not applicable
	Optimise Business Outcomes Manage resources effectively and apply sound workforce planning principles	Not applicable
	Manage Reform and Change Support, promote and champion change, and assist others to engage with change	Not applicable

Verification

This section verifies that the position holder and supervisor have read the above position description and are satisfied that it accurately describes the position.

Position holder:

Name:

Signature:

Date:

Supervisor:

Name:

Signature:

Date:
