

## Discipline Lead – Occupational Therapy

<b>position number</b>	iChris
<b>status</b>	Full Time, on-going (FT)
<b>FTE</b>	1.0
<b>network</b>	Services
<b>agreement</b>	Allied Health Professionals(Victorian Community Health Centres) (Multi-Employer) Enterprise Agreement 2022-2026
<b>classification</b>	Grade 3
<b>reports to</b>	Allied Health Operations Lead

<b>about us</b>	cohealth is a not-for-profit community health organisation. We provide health and support services in Melbourne's CBD, northern and western suburbs, and on the East Coast of Tasmania.
<b>what we do</b>	Our work aims to improve the health and wellbeing of our communities and address health and social inequality.
<b>our organisation</b>	cohealth is a community health organisation with an ambitious strategic plan. Our mission is to improve health and wellbeing for all and tackle inequality, in partnership with people and the communities they live in.
<b>our people</b>	People who work at cohealth are committed to designing and delivering high quality health care and promoting and protecting human rights.
<b>diversity and inclusion</b>	We want people of all ages, gender identities, sexualities, cultural backgrounds, and abilities to feel safe to bring their whole selves to cohealth. We are a Rainbow Tick Accredited organisation with over 20% of our staff from the LGBTQIA+ community. To find out more about us click <a href="#">here</a>

## network overview

### Services Network

Our vision is for healthy communities and healthy people. We do this by providing care for individuals, community, and society, improving the health and wellbeing of the communities we serve, and addressing inequality in society.

We champion universal health care and human rights and strive for health and social equity. This is what we mean when we say care for all. Care for all is achieved when all people have access to the full range of health services they need, when and where they need them, and without financial hardship.

cohealth's services network delivers strong, people-centred primary and community health care that prioritises individuals and communities experiencing inequality. Our services focus not only on preventing and treating disease and illness, but also on helping to improve wellbeing and quality of life.

The services network comprises four divisions:

- Health promotion
- Primary and community care
- Mental health, homelessness, and family violence services
- Alcohol and other drug services

## position overview and purpose

The Discipline Lead – Occupational Therapy provides clinical and operational support within the Occupational Therapy service with the aim to develop and enhance clinical skill and practice outcomes and create service delivery efficiency.

The Discipline Lead – Occupational Therapy contributes to optimal client experience through building discipline specific clinical capability and leading comprehensive quality improvement and clinical governance activities.

They also ensure compliance with Funding and Service Agreements, maximising client experience and engaging and retaining the best people to deliver the right service in the most effective and efficient manner.

A portion of this role (0.2) will be apportioned to clinical work.

The Discipline Lead will work across multiple sites where Occupational Therapists are based.

## key accountabilities

### Clinical Leadership

- Develops and enhances clinical practice excellence within discipline by:
  - Facilitating communities of practice, clinical supervision, reflective practice and workplace coaching interventions, in accordance with cohealth's supervision Policy
  - Supporting evidence-based practice
  - Adopting adult learning strategies to support discipline wide development skills and service delivery
  - Engaging external expertise to build internal best practice capability, where discipline wide need arises

	<ul style="list-style-type: none"> <li>• Ensures the quality of service delivery models for the discipline are aligned to best practice and optimise impact on clients' health, through undertaking clinical governance duties, championing organisational quality improvement initiatives, and nurturing clinicians to lift to the top of their scope of practice</li> <li>• contribute to clinical Service Redesign through researching and sharing knowledge of contemporary clinical ways of working, contributing to potential alternate models of care that deliver optimum client impact</li> <li>• Develop the discipline's capacity and capability to work to the top of their scope of practice, including peer coaching, peer conflict resolution, group problem solving, team performance monitoring and objective setting</li> </ul>
<b>leadership and team management</b>	<ul style="list-style-type: none"> <li>• Facilitate delivery of the Occupational Therapy service in compliance with funder metrics and performance measurements and within budget/funding provisions</li> <li>• Guide the Occupational Therapy team, ensuring team members meet their personal and team objectives effectively.</li> <li>• Develop the Occupational Therapy service in line with industry changes.</li> <li>• Collaborate with team members to create growth plans, charting out performance goals and recognising areas for skill enhancement.</li> <li>• Coordination of Occupational Therapy student placements</li> <li>• Consistently evaluate the performance of team members, offering coaching and guidance, and recognising opportunities for growth.</li> <li>• Address and manage grievances, concerns and feedback, following cohealth's procedures, to uphold a safe and impactful work environment.</li> <li>• Champion cohealth's culture to promote teamwork, employee development and empowerment in order to foster a culture of high performance and a workforce which demonstrates behaviours consistent with cohealth's values.</li> <li>• Ensure the Occupational Therapy team has opportunities to collaborate with other Allied Health disciplines to ensure best care is delivered to clients</li> </ul>
<b>quality and continuous improvement</b>	<ul style="list-style-type: none"> <li>• Approach all interactions and deliver all educational interventions with an innovation and improvement lens, driving everyday improvements to service delivery within discipline</li> <li>• Implement and monitor staff compliance with policies, procedures and programs.</li> <li>• Collaborate with key stakeholders to achieve responsive services which are codesigned with consumers and are impactful.</li> </ul>

	<ul style="list-style-type: none"> <li>• Contribute to the principles of continuous improvement as contained in the cohealth's quality system and ensure compliance with quality framework/guidelines.</li> <li>• Contribute to the implementation and improvement of the quality systems within cohealth, in particular the Services Network, and ensure compliance with documented procedures and processes.</li> <li>• Maintain knowledge, skills, qualifications, accreditations and registrations through participation in professional development activities;</li> </ul>
<b>health &amp; safety compliance</b>	<ul style="list-style-type: none"> <li>• Provide and maintain a working environment that is safe and without risks to the health, safety and wellbeing of all (employees, contractors, volunteers and clients).</li> <li>• Ensure compliance with cohealth's health and safety management systems and procedures by all staff, external contractors and visitors.</li> <li>• Report any dangers or dangerous situations and, where required, take the appropriate action according to the OH&amp;S system procedures to have the problem rectified.</li> <li>• [Any additional comments]</li> </ul>

*cohealth is a child safe and equal opportunity employer that offers generous salary packaging and opportunity to undertake professional training and development opportunities. Aboriginal and Torres Strait Islander people, and those who speak languages other than English are encouraged to apply.*

## position requirements

- Bachelor of Occupational Therapy degree
- Current AHPRA Registration
- Working with Children's Check (WWCC)
- Participation in the NDIS worker screening checks where applicable
- Victoria Police Check Current
- Victorian Driver's License
- Immunisation Category B to be produced for sighting upon request

## key selection criteria

- Minimum of 5 years clinical experience in Occupational Therapy
- Demonstrated leadership experience
- Knowledge and understanding of Aged Care Reforms
- Experience and understanding of accreditation standards and code of practice in health care
- Experience monitoring key performance data
- Understanding of and commitment to effective clinical governance and continuous quality improvement
- Understanding of government funding streams
- Experience in managing budgets
- High level communication and interpersonal skills with capacity to work effectively with managers, staff and consumers
- Strong time management and organisational skills
- A devoted lifelong learner who openly shares knowledge
- Ability to work within a multi-disciplinary focus
- Strong belief and personal alignment in cohealth Values and Mission

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<b>owner:</b>	Allied Health Operations Lead
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