



Clinical Psychologist

POSITION DESCRIPTION FORM

Region / Portfolio / Directorate:

Human Resources Directorate

District / Branch:

Health and Safety Division

Work Unit:

Psychology Unit

Position Description Number:

Gen 175

Rank / Level / Band:

Specified Calling Level 3

Position Category:

Choose an item.

Employment Conditions

Industrial Agreement/Award: Current PSA, PSGOGA and Agency Specific Agreement

Work Pattern: Monday - Friday: May be required to work outside normal operating hours. Incumbent will be required to provide after hours On Call service as per a duty roster. Incumbent may be required to travel within the State or to the Northern Territory at short notice.

Location: Perth

Position Objective

Provides specialised psychological assessments, interventions and support as well as critical incident stress management services to Western Australia Police Force (WA Police Force) personnel and their families. Provides a specialist advisory and consultancy service to supervisors, managers and other relevant personnel concerning the welfare of WA Police Force personnel. Liaises with other public sector agencies and private providers concerning ongoing services for personnel and develops and contributes to Agency health and welfare policies and programs. Prepares professional assessment reports, treatment plans and recommendations.

Role of Work Unit

The role of the Psychology Unit is to provide specialised psychological interventions and complex psychological assessments, including pre-employment, deployment/appointment psychological assessments as well as interventions, support and critical incident stress management services to WA Police Force personnel. The Unit provides a specialist advisory and consultancy service to supervisors, managers and other relevant personnel concerning the welfare of all personnel.

Reporting Relationships

This position reports to:

- Executive Manager, Specified Calling Level 4

Direct reports to this position include:

- Nil

Total number of positions under control: Nil

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Key Accountabilities

1 Psychological Services

- 1.1 Undertakes pre-deployment/appointment psychological assessment of police officers and police staff to determine suitability for employment within specialist or high risk areas of WA Police Force.
- 1.2 Conducts specialised psychological fitness for duty/risk assessments for those employees who may have become unable to perform their duties safely and effectively for psychological reasons.
- 1.3 Conducts 'return to work clearances' for employees following lengthy absences from the work place.
- 1.4 Prepares and facilitates regular 'well-being reviews' of employees across the Agency and provides ongoing support and after-care where required.
- 1.5 Monitors psychological adjustment of police employees on 'return to work programs'.
- 1.6 Manages a caseload and provides a confidential psychological counselling service to all police employees for a range of work based and personal issues
- 1.7 Provides critical incident early interventions, counselling and follow-up assessments, ensuring that police employees receive specialised support when involved in any potentially distressing or traumatic incidents.
- 1.8 Provides support, information, advice and recommendations to OIC's/Managers/Supervisors regarding the management of employees who experience psychological difficulties.
- 1.9 Provides an after-hours specialised emergency service including advice, counselling, consultancy, support, assessments and referral on an 'On-Call Duty Roster' basis.
- 1.10 Generates awareness, provides advice and information to employees on the external Employee Assistance Program (EAP) and makes referrals to this service when appropriate.
- 1.11 Prepares and provides psycho-legal reports and gives verbal evidence in a range of legal contexts and forums, as required.
- 1.12 Designs, develops, and presents/facilitates training programmes on a range of issues to promote the well-being of WA Police Force employees.

2 Management and Administration

- 2.1 Ensures the effective liaison and integration with other relevant services within Health and Safety Division and other branches in the HR Directorate.
- 2.2 Maintains electronic recordkeeping systems through timely loading and securing of all confidential information such as case notes, client reports, test results, correspondence etc.
- 2.3 Identifies, researches, develops, plans, implements, evaluates and reviews Agency policy and programs, relating to Health and Safety Division, aimed at improving the wellbeing of WA Police Force personnel.
- 2.4 Contributes to the strategic and business planning of Health and Safety Division.
- 2.5 Develops and extends professional knowledge.

3 Other

- 3.1 Understands and complies with information security policies and procedures to ensure information holdings/systems are kept confidential and utilised accurately and reliably.
- 3.2 Undertakes other duties as directed.

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Specialist Prerequisite(s)

It is a requirement that the position holder is:

- An Australian Citizen prior to the completion of the selection process;
- Successful in obtaining and maintaining a **NEGATIVE VETTING LEVEL 2** security clearance for the duration of their appointment in the position.

Work Related Requirements

Essential	Context in which work related requirements will be applied and or general standard expected.
Qualifications	Accredited Masters, Doctorate or equivalent degree in Clinical Psychology. Current registration as a Psychologist with the Psychology Board of Australia and endorsement in Clinical Psychology.
Clinical Assessment	Practical experience performing complex and specialised clinical assessments. Organising and conducting psychological assessments in line with referral questions. Knowledge of and experience in application and interpretation of a wide range of clinical assessment instruments and methods. A well-established ability to assess risk clients may hold for self and/or others.
Stress Management	Providing appropriate early intervention, counselling, support and advice to individuals and groups affected by post incident stress.
Counselling	Providing counselling to varied client base, in terms of demographics and presenting issues. A well-established ability to conceptualise client difficulties with the necessary depth and breadth and to tailor interventions according to clients' needs. Planning, managing and prioritising caseloads.
Communication	Developing and evaluating training programs. Delivering presentations to groups on a range of psychological topics. Providing specialist consultant advice. Liaising with a range of personnel both within and external to the Agency. Preparing correspondence, psycho-legal reports, policies and procedures. Working in a multidisciplinary team environment.
Analytical and conceptual	Developing and undertaking research of a clinical, applied and evaluative nature. Identifying, developing, implementing, evaluating and reviewing clinical practices and Agency policies and programs.

Capability Framework

The framework is intended to support staff and supervisors through the performance cycle and identify core competencies relevant to the rank and/or classification level.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Position	Name	Date
Workforce Officer Workforce Design and Consultancy	Paul Walling	10/06/2019
Executive Manager Psychology Unit	Gerard Erasmus	10/06/2019