

Role Description



Role title:	Classification:
Senior Occupational Therapist, Young Offender Program (YOP)	AHP3
Division/Business unit:	Reports to:
Community and Aboriginal Partnerships/ Youth Justice and Inclusion Support	Clinical Manager, YOP

Role purpose:

The Senior Occupational Therapist, YOP is role within Youth Justice Therapeutic Services and is accountable to the Clinical Manager – Young Offender Program for:

- Delivering advanced occupational therapy assessment, intervention planning, and consultation for young people identified through the YOP process.
- Contribute to reducing young offender reoffending by addressing functional impairments, environmental barriers, and developmental needs through trauma-informed and culturally responsive practice and supporting access to the National Disability Insurance Scheme (NDIS).
- Providing clinical leadership within a multidisciplinary team, contributing to service innovation, and supporting the development of best practice models in youth justice and disability support.

Key outcomes and accountabilities:

1. Conduct comprehensive occupational therapy assessments, including functional capacity evaluations, sensory profiles, and environmental assessments, to support NDIS access and tailored intervention planning.
2. Develop and implement individualised, developmentally appropriate, and trauma-informed intervention plans that address functional impairments and promote participation in meaningful activities.
3. Provide clinical supervision, mentoring, and support to allied health staff and students within the YOP team.
4. Collaborate with families, carers, and community networks to ensure coordinated and culturally safe service delivery, particularly for Aboriginal children and young people.
5. Contribute expert input to multidisciplinary case discussions, including formulation of complex cases involving neurodevelopmental disorders, trauma, and disability.
6. Support the Clinical Manager in service planning, quality improvement, and evaluation activities, including the design of contemporary service models.
7. Maintain accurate and timely clinical documentation in accordance with legislative, departmental, and professional standards.

Note: Any other responsibilities in line with the classification level of the role as assigned by Line Manager and/or the Department. The responsibilities as specified above may be altered in accordance with the changing requirements of the role.

Special conditions:

- Prior to being employed, the successful applicant will be required to obtain a National Police Check if new to the Department and a satisfactory Employment-related Screening Check where this is required for the role.
- Successful applicant will be required to hold a Department of Human Services (DHS) Working with Children Check (WWCC) prior to being employed and maintain a DHS WWCC during employment.
- Successful applicant will be required to provide evidence of completion of the Child Safe Environments for Children and Young People full day training course or evidence of enrolment.
- Must hold a current Australian issued Driver's Licence (equivalent to minimum class 'C' – South Australian), which must be maintained. Incumbent must be willing and able to drive all government vehicles within their licence classification during the course of their duties.
- Some out of hours work may be required. Intrastate and interstate travel involving overnight absences will be required.

Key Relationships/Interactions:

- Principal Psychologist
- Clinical Manager – YOP (line manager)
- Senior Managers and staff of other business units of Youth Justice
- Other government and non-government organisations, including the Department for Child Protection, CAMHS, MY Health and the Department for Education

Budget/Delegations:

No budget or delegation's accountabilities for this role.

DHS expectations and values: (Organisational contribution)

- Understand and follow workplace safety initiatives, identify hazards and contribute to a safe working environment, as well as follow procedures to manage and minimise risks within DHS.
- Follow the principles of a sustainable working environment by following departmental greening initiatives.
- Model ethical behaviour and practices consistent with the SA Government Code of Ethics for Public Sector Employees, Values and DHS Working with Children and Young People Code of Conduct.
- Understand and follow the principles and practices of the Information Sharing Guidelines for Promoting Safety and Wellbeing (ISG) and the DHS Appendix to the ISG to facilitate appropriate information sharing practice within the context of this department.
- Treat all individuals with fairness and respect, regardless of their race, culture, language, gender (including gender diversity), religion, sexuality, ability, or age.
- Promote and maintain inclusive workplaces that embrace diversity and actively support difference.
- Demonstrate zero tolerance for discrimination, harassment, or disrespectful behaviour towards or by clients, colleagues, contractors, or stakeholders.

Role specific capabilities: (Skills, experience, knowledge, attributes)

1. **Advanced Functional and Environmental Assessment** – Demonstrated experience in assessing functional capacity, sensory processing, and environmental factors impacting participation and wellbeing.

2. **Disability Sector Knowledge** – Strong understanding of the NDIS access process and the role of occupational therapy in supporting young people with complex needs.
3. **Clinical Leadership Experience** – Experience in providing clinical supervision and contributing to the development of professional practice within a multidisciplinary team.
4. **Culturally Inclusive Service Delivery** – Demonstrated commitment to providing a culturally safe and inclusive service delivery, particularly for Aboriginal children and young people, with demonstrated ability to engage respectfully with diverse communities.
5. **Adolescent Development and Trauma Knowledge Base** – Demonstrate knowledge of trauma, attachment, and adolescent development, and their relevance to occupational therapy in youth justice settings.
6. **Relationships and Partnerships** – Proven ability to work collaboratively with internal and external stakeholders, including families, community services, and disability providers.
7. **Communication Skills** – Utilise a high-level of written and verbal communication skills, with the ability to produce clear, evidence-based reports and documentation.

Qualifications:

Essential:

- Appropriate degree or equivalent qualification which entitles registration as an Occupational Therapist by the Occupational Therapy Board of Australia (OBTA) and must hold and maintain registration with the Australian Health Practitioners Regulation Agency (AHPRA).

Key leadership competencies and expected behaviours at this classification:**Promotes strategic thinking and change**

- ☐ Creates a shared vision and mission for the BU.
- ☒ Inspires and influences others to assume ownership BU goals.
- ☐ Leads teams in aligning their priorities within a broader organisational and political context.
- ☒ Champions sustainability and long-term improvement. Communicates effectively and leads others in times of change.
- ☒ Identifies and analyses difficult and complex problems that have organisation-wide impact.

Achieves objectives

- ☒ Delivers results and improvements to meet BU objectives by translating ideas into concrete plans.
- ☐ Anticipates future organisational needs, risks and uncertainties, and aligns systems and resources to meet these needs.
- ☒ Makes well-informed and timely decisions that affect the BU, even when information is incomplete and ambiguous.
- ☒ Interprets and abides by the laws, regulations and policies determining BU activities.
- ☐ Takes accountability for team/BU success and manages others to achieve outcomes.
- ☐ Monitors the performance of the team/BU, considers feedback information and seeks continuous improvement.
- ☒ Integrates technical expertise into the BU to achieve its objectives.

Leads business excellence

- ☒ Sets clear standards, manages risks, setbacks, and implements continuous improvement initiatives.
- ☒ Sets challenging but achievable goals/targets with relevant metrics based on market trends, developments and legislative changes to ensure business needs are continually met.
- ☐ Provides clear and timely recognition, promptly addresses under performance and lifts performance through coaching.
- ☒ Inspires innovation and ongoing learning and plans strategically to meet BU goals.
- ☒ Drives outstanding customer service by enabling team members to anticipate client needs.
- ☒ Empowers others to use resources effectively.

Builds genuine partnerships

- ☒ Considers the impact of decisions and priorities on other business areas, adapting approach to meet organisational goals.
- ☒ Approaches negotiations with an understanding of key issues and is able to clearly communicate reasoning and justification to facilitate mutually beneficial solutions.
- ☒ Facilitates constructive discussions to mediate conflict and disagreements. Encourages diversity of thinking and differences of opinion.
- ☒ Identifies and develops key strategic relationships and networks to achieve goals, increase departmental knowledge and create communication channels.
- ☒ Proactively develops effective strategic relationships, networks and partnerships with internal and external stakeholders.
- ☒ Models inclusive behaviour and tailors communication style to meet the audience's needs.

Models personal drive and professionalism

- ☒ Maintains the highest level of integrity to embed ethical practice and organisation's values into the culture.
- ☒ Raises and challenges important issues constructively and backs own judgement and actions confidently when challenged.
- ☒ Demonstrates resilience in responding to changing directions. Modifies approach, processes and procedures to fit situational changes within the BU.
- ☒ Demonstrates a high level of self-awareness and acts as a role model by openly communicating strengths and development needs.

- ☒ Champions a workplace that values respect, diversity and individual differences to build a culture of inclusivity.
- ☒ Establishes expectations and models best practice wellbeing and safety behaviours.

Approval:

Assessed by: Gayle Carew, HR Business Partner		Date: 02/09/2025
Approved by: Mellanie Fernandez, Director Youth Justice and Inclusion Support		Date: 01/09/2025