Role Description

Role title:	Classification:
Senior Adult Safeguarding Practitioner	AHP3
Division/Business unit:	**Reports to:**
Disability, Ageing Policy and Safeguarding / Adult Safeguarding Unit	Chief Adult Safeguarding Practitioner

Role purpose:

The Senior Adult Safeguarding Practitioner is a role within Office for Ageing Well and is accountable to the Chief Adult Safeguarding Practitioner for:

- Providing leadership, clinical supervision, and support to a team of practitioners to ensure a high-quality service to clients.
- Utilising expertise, experience, and contemporary knowledge of best practice, evidence, and trends to identify team or client related issues and developing and implementing appropriate strategies, including case coordination, referral and supported decision making.
- Contributing to stakeholder engagement with key representatives from across government and non-Government sector to support the development and implementation of Adult Safeguarding Unit (ASU) outcomes and deliverables.

Key outcomes and accountabilities:

1. Develop and evaluate systems, processes and procedures to deliver high standards and quality outcomes to ensure the delivery of effective client outcomes.
2. Provide clinical supervision and leadership, including oversight of client caseloads, leading staff to provide innovative solutions and provide professional leadership, supervision, and performance development.
3. Maintain a clinical caseload, managing competing priorities through efficient prioritisation and time management.
4. Maintain effective relationships with a broad range of stakeholders, including relevant adults.
5. Provide expert advice to senior level stakeholders within and external to the Department on matters relating to the abuse of relevant adults, both at an individual and systemic level.
6. Collaborate with a range of government and non-government stakeholders to identify trends and developments in adult safeguarding and referrals that may affect the Unit's ability to meet current and future client needs.

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.

- 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.

Key Relationships/Interactions:

- Chief Adult Safeguarding Practitioner (line manager)
- Adult Safeguarding Unit staff
- Office for Ageing Well staff
- Consumer and Sector Peak Bodies
- Service Providers across relevant sectors
- Aboriginal, and culturally and linguistically diverse organisations
- Staff in other State and Commonwealth government departments

Budget/Delegations:

No budget or delegations 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. **Practice Experience -** Demonstrated ability to undertake a range of interventions, including psychosocial assessment, advocacy, therapeutic support, and case management/care coordination.
2. **Communication -** Highly developed skills in communication, problem solving, and conflict resolution, and demonstrated experience in writing reports of a formal nature and presenting before Courts/Tribunals.
3. **Decision-Making -** Demonstrated ability to use professional judgement in clinical decision making, which contributes to the development of new and innovative service responses to meet the diverse needs of relevant adults experiencing abuse seeking the support of the Adult Safeguarding Unit.
4. **Leadership -** Experience encouraging and leading others in the delivery of timely, appropriate and high-quality services to clients and community education.
5. **Delivering Projects -** Experience in delivering projects/programs in partnership with a wide range of internal and external stakeholders.

6. **Analyse and Report** - Highly developed skills to identify and analyse internal and external factors that influence practices and initiatives.

Qualifications:

Essential:

- Appropriate degree or equivalent qualification in an Allied Health discipline, which gives eligibility for full membership of or registration with the relevant professional body as outlined in *Commissioner's Determination 5: Classification and Renumeration – Attachment 1 Minimum Qualifications*.

Desirable:

- A minimum of 3 years post registration experience.
- Qualifications in and/or experience in ageing, mental health, or disability and other relevant practices.

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: James Johnson, Human Resources Business Partner		Date: 09/09/2026
Approved by: Sarah White, Director, Office for Ageing Well		Date: 09/09/2026