

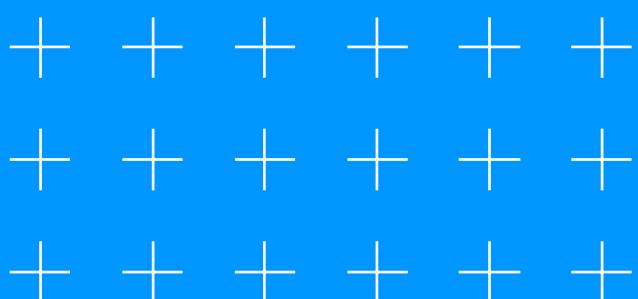


**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

Join The Royal
Melbourne
Hospital Team



Position Description

Grade 3 / Senior Allied Health Clinician

THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. **Be a great place to work and a great place to receive care**
2. **Grow our Home First approach**
3. **Realise the potential of the Melbourne Biomedical Precinct**
4. **Become a digital health service**
5. **Strive for sustainability**

Position Description

Position Title:	Grade 3 / Senior Allied Health Clinician
Service:	Allied Health
Location:	The Royal Melbourne Hospital – City & Royal Park Campuses
Reports To:	Allied Health Manager
Enterprise Agreement:	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Classification:	Grade 3 Allied Health Clinician Yr 1 – 4 as per professional classification e.g. Occupational Therapist VG3-VG6
Employment Status:	Full time
Immunisation Risk Category:	Category A
Date of Review:	November 2025

POSITION SUMMARY

The Grade 3 /Senior Allied Health Clinician possesses specific knowledge in and works in their designated area, demonstrating high levels of specialist knowledge. They will lead and develop individuals and teams, and have currency of professional knowledge, skills and external influences.

The Grade 3 Allied Health Clinician is required to:

- Provide quality care to clients through highly developed clinical skills, excellent communication and active leadership within a multidisciplinary team.
- Lead professional development; have high level investigative skills, and lead quality and research innovations
- Be responsible for clinical leadership in areas of risk management, education, and supervision of Grade 2 staff.
- Have effective skills to manage performance of people as well as systems and initiate connections and develop relationships with external agencies as applicable.
- Have advanced case management and clinical reasoning skills to facilitate appropriate therapeutic interventions, family support and safe effective discharge of patients

The Grade 3 Allied Health Clinician will have an understanding of wider organisational and public health influences on the acute and subacute public hospital service and leads ongoing service improvement and development. As a Grade 3 Allied Health Clinician, you will provide key services and leadership to the multidisciplinary team which may include the weekend service.

KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Ensure documentation of patient care is in accordance with Melbourne Health and Profession specific guidelines and completed within a timely manner
- Maintain high level professional standards and patient care
- Display highly effective communication by demonstrating sound verbal, non-verbal and written skills
- Display advanced organisational skills through efficient time management, professional responsibility and accountability
- Provide quality patient focused care through competent, evidence-based clinical skills relating to assessment, treatment and discharge planning
- Demonstrate multi-disciplinary health care approach that achieves desired patient outcomes
- Prioritisation of caseload and management of competing priorities including delegation where appropriate
- Initiate and drive a co-ordinated team approach to patient care
- Develop and ensure effective use of resources in practice
- Audit their teams documentation of patient care to ensure it is in accordance with The Royal Melbourne Hospital and discipline specific guidelines
- Facilitate positive team dynamics and workplace culture
- Manage risk and actively work toward implementing risk reduction strategies
- Display sensitivity and knowledge of ethical and multicultural issues and provide culturally aware practice
- Assist in the review and implementation of policies and procedures specific to the profession and clinical area
- Participation in continuous quality improvement activities both within the clinical team and department as required
- Actively engage in and provide professional development and model a commitment to lifelong learning
- Actively participate in supervision from manager / clinical leader senior staff member and in Individual Development, Work Planning & Annual Discussions
- Lead Individual Development, Work Planning and Annual Discussions with staff as required
- Provide clinical supervision to grade 2 staff as per discipline guidelines
- Support students and student programs including supervision of students and teaching undergraduates and/or post graduate students
- Participate in the development, implementation and review of Allied Health student education in conjunction with senior staff
- Contribute to succession planning for Allied Health within the department in conjunction with the managers and leadership team.
- Demonstrate ability to assume extra responsibilities as requested by the manager
- Initiate and lead continuous quality improvement activities and projects both within the clinical team and department as required
- Demonstrate current knowledge of factors influencing the health system both regionally and nationally
- Contribute to raising awareness and profile of the Allied Health role within the organization
- Lead research activities, presentations, conferences, workshops and service development initiatives as required

KEY RELATIONSHIPS

Internal

- RMH Nursing, Medical and Allied Health staff
- Hospital Admission Risk Programs (HARP) team/s including HARP liaison
- Consultation Liaison Rehabilitation and Aged Care (CLRAAC)
- Transition Care Program (TCP)
- Aged Care Assessment Service (ACAS)

External

- Department of Human Services
- Community Culturally Specific Services
- Post-Acute Care Services
- HACC providers
- Community based Aged Care Services
- Diagnosis specific Services

KEY SELECTION CRITERIA

Formal Qualifications

- Recognised qualification in Allied Health profession
- Registration with relevant Professional Board as required
- Additional relevant qualifications or progression toward these, with a commitment to completion

Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Demonstrated ability to work collaboratively as part of a team and in co-operation with others;
- Demonstrated effective interpersonal and communication skills both written and verbal;
- Minimum of seven years clinical and leadership experience
- Demonstrated high level of clinical competence and expertise in specified area
- Demonstrated high level interpersonal and communication skills with both written and verbal (including conflict resolution and negotiation)
- Demonstrated ability to impart knowledge to staff at all levels and across services, as well as members of the wider community
- Demonstrated leadership skills
- Demonstrated skills in research and innovation
- Demonstrated skills in program development and evaluation
- High level organisational skills
- Understanding of health structures
- Demonstrated ability to manage a demanding workload, and effectively prioritise tasks
- A current Victorian driver's licence
- A current Working with Children's Check

Desirable:

- Membership to professional organisation
- Research skills comparable to Masters Level

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
- Achievement of portfolio specific KPI targets
- Participation in and satisfactory feedback through the annual performance review process
- Ability to maintain a safe working environment and ensure compliance with legislative requirements

AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Effective, Person-centred Care (STEP) in line with our clinical governance framework.
- Are an equal opportunity employer, committed to providing a work environment free of harassment and discrimination. We promote diversity and inclusion in the workplace.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

/ /

Date
