

ROLE DESCRIPTION

Senior Psychologist/Senior Specialist Psychologist

Portfolio	Communities and Justice	
Department	Corrective Services NSW (CSNSW)	
Division/Branch/Unit	Offender Management and Programs / Offender Services and Programs	
Location	Various	
Classification/Grade/Band	Senior Psychologist / Senior Specialist Psychologist*	
Role Number	Various	
ANZSCO Code	272399	
PCAT Code	2119192	
Date of Approval	15 July 2020	Ref: CS0346
Agency Website	www.correctiveservices.dcj.nsw.gov.au	

Please see job notes and/or advertisement for more information on specific role qualification requirements and relevant experience.

Agency overview

Corrective Services NSW (CSNSW) delivers professional correctional services and programs to reduce reoffending and create safer communities. We house remand and sentenced inmates in correctional centres and supervise offenders serving orders in the community.

CSNSW provides reports and advice to courts and releasing/parole authorities and assesses offenders in the community and in custody for relevant interventions to reduce their risks of reoffending. CSNSW works in partnership with other government and non-government justice and human services agencies to support victims, facilitate restorative justice and promote reintegration.

Primary purpose of the role

Manage, supervise and lead a team of Psychologists / OS&P staff in the provision of direct psychological services and/or psychological programs to offenders within custodial and community locations on a cluster basis or within an area of responsibility.

Provide assessment, case formulation, and intervention where appropriate in complex cases.

This role description is to be read in conjunction with the relevant conditions, characteristics and criteria included in the [Crown Employees \(Psychologists\) Award C8526 of 15 April 2016](#).

Key accountabilities

- Assist in the development of policy and procedures relating to psychology services offenders within custodial and community locations

- Provide regular individual and/or group supervision for Psychologists.
- Provide direct psychological service delivery where appropriate in complex cases.
- Assist in the development of professional training and professional development for individual psychologists in the cluster.
- Ensure appropriate psychological documentation standards on Offender Integrated Management System (OIMS) and in case files are maintained on all offenders who are receiving psychological services within the cluster.
- Liaise with stakeholders to arrange and negotiate psychological service provision and to maintain consistency and appropriate role boundaries for psychologists within cluster or area of responsibility.

Additional key accountabilities for Senior Specialist Psychologist

- Manage more complex offenders in order to address the range of risks and needs more comprehensively.
- Provide a high level of clinical expertise and responsibilities in order to supervise and develop staff.
- Conduct and set psychological research and evaluation projects for the Department as required for the purpose of enhancing psychology services and programs in the Department.

Key challenges

- Providing an ethical and effective psychology service in a dynamic environment for psychologists who are charged with management of challenging clients and in the context of limited or scarce professional resources.
- Supporting psychologists to manage appropriate priorities in the work in the fact of high case loads and work volumes and negotiating consensus between the cluster supervisors and professional supervisor on priorities.

Key relationships

Who	Why
Internal	
Chief Psychologist	<ul style="list-style-type: none"> • For leadership and guidance and to provide information, reports and support.
Senior Psychologist	<ul style="list-style-type: none"> • For collaboration and to ensure consistency of psychology service provision across CSNSW.
Psychologist	<ul style="list-style-type: none"> • To manage administratively and to provide professional guidance and direction.
Managers OS&P / Senior SAPOs	<ul style="list-style-type: none"> • In relation to co-ordinating psychology services within the cluster
General Managers, Managers Community Corrections and custodial Corrections Centre staff	<ul style="list-style-type: none"> • In relation to the implementation and resourcing of psychological services across custodial / community locations

Who	Why
-----	-----

Offender Services and Programs staff within areas of responsibility	<ul style="list-style-type: none">To manage administratively and to provide professional guidance and direction where appropriate.
---	--

External

Justice Health, Forensic Mental Health Network, universities, State and Parole Authority, Serious Offenders Review council etc.	<ul style="list-style-type: none">In relation to provision of advice, communication and responding to requests regarding psychological services.
---	--

Role dimensions

Decision making

The position holder has a degree of autonomy and responsibility to make decisions involving psychological service provision but must seek direction and guidance from the Chief Psychologist in matters beyond its expertise or ascribed responsibility. Staff management decisions, where otherwise authorised by specific delegations are made by the role and it may decide to advise the Chief Psychologist of its intentions to proceed in such matters.

Reporting line

The role reports to the Chief Psychologist / Manager.

Direct reports

Up to 12 direct reports.

Budget/Expenditure

Nil.

Key knowledge and experience

- Proven superior skills in assessment and treatment in correctional psychology including their mental health issues, cognitive impairment, and with respect to behaviour management
- High level of knowledge and understanding of contemporary correctional concepts, principles and practices relevant to psychology assessment and treatments
- Demonstrated knowledge and ability with regards to criminogenic risk assessments, including risks related to sex and violent offending
- Thorough knowledge and understanding of the psychologists ethical and legal obligations.
- Sound knowledge and ability in the professional supervision of psychologists.

Essential requirements

- Minimum four year accredited qualification in psychology with current full registration with the Psychology Board of Australia, and is eligible to be a Board-approved supervisor.
- Current Driver's licence and willingness to travel throughout NSW.

*Appointment as a Senior Specialist Psychologist

Applicants seeking appointment as a Specialist Senior Psychologist in addition to the key knowledge and experience and essential requirements, must hold a post-graduate degree at the masters level or higher in a relevant specialist area including but not limited to clinical psychology, forensic psychology, counselling psychology or neuropsychology.

Appointments are subject to reference checks. Some roles may also require the following checks/clearances:

- National Criminal History Record Check in accordance with the Disability Inclusion Act 2014
- Working with Children Check clearance in accordance with the Child Protection (Working with Children) Act 2012

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

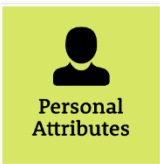
The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.




FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
	Act with Integrity Be ethical and professional, and uphold and promote the public sector values	<ul style="list-style-type: none">• Model the highest standards of ethical and professional behaviour and reinforce their use• Represent the organisation in an honest, ethical and professional way and set an example for others to follow• Promote a culture of integrity and professionalism within the organisation and in dealings external to government• Monitor ethical practices, standards and systems and reinforce their use• Act promptly on reported breaches	Advanced

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	of legislation, policies and guidelines <ul style="list-style-type: none"> • Present with credibility, engage diverse audiences and test levels of understanding • Translate technical and complex information clearly and concisely for diverse audiences • Create opportunities for others to contribute to discussion and debate • Contribute to and promote information sharing across the organisation • Manage complex communications that involve understanding and responding to multiple and divergent viewpoints • Explore creative ways to engage diverse audiences and communicate information • Adjust style and approach to optimise outcomes • Write fluently and persuasively in plain English and in a range of styles and formats 	Advanced
		Work Collaboratively Collaborate with others and value their contribution	<ul style="list-style-type: none"> • Encourage a culture that recognises the value of collaboration • Build cooperation and overcome barriers to information sharing and communication across teams and units • Share lessons learned across teams and units • Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work • Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Results</p>	<p>Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions</p>	<ul style="list-style-type: none"> • Research and apply critical-thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence • Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience • Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience • Seek contributions and ideas from people with diverse backgrounds and experience • Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness • Identify and share business process improvements to enhance effectiveness 	Adept
 <p>Business Enablers</p>	<p>Technology Understand and use available technologies to maximise efficiencies and effectiveness</p>	<ul style="list-style-type: none"> • Identify opportunities to use a broad range of technologies to collaborate • Monitor compliance with cyber security and the use of technology policies • Identify ways to maximise the value of available technology to achieve business strategies and outcomes • Monitor compliance with the organisation's records, information and knowledge management requirements 	Adept
 <p>People Management</p>	<p>Optimise Business Outcomes Manage people and resources effectively to achieve public value</p>	<ul style="list-style-type: none"> • Develop team and unit plans that consider team capabilities and strengths • Plan and monitor resource allocation effectively to achieve team and unit objectives • When planning resources, consider the attraction and retention of people of diverse cultures, 	Intermediate

FOCUS CAPABILITIES


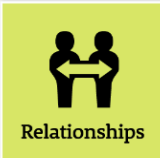
Capability group/sets	Capability name	Behavioural indicators	Level
		backgrounds and experiences <ul style="list-style-type: none"> • Ensure that team members work with a good understanding of business principles as they apply to the public sector context • Participate in wider organisational workforce planning to ensure that capable resources are available 	

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role is not relevant for recruitment purposes however may be relevant for future career development.

COMPLEMENTARY CAPABILITIES

Capability Group/Sets	Capability Name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
	Manage Self	Show drive and motivation, an ability to self-reflect and a commitment to learning	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Adept
 Relationships	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Adept
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept

COMPLEMENTARY CAPABILITIES

Capability Group/Sets	Capability Name	Description	Level
 Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Adept
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Adept
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Adept
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate
	Project Management	Understand and apply effective project planning, coordination and control methods	Adept
 People Management	Manage and Develop People	Engage and motivate staff, and develop capability and potential in others	Intermediate
	Inspire Direction and Purpose	Communicate goals, priorities and vision, and recognise achievements	Intermediate
	Manage Reform and Change	Support, promote and champion change, and assist others to engage with change	Intermediate