

Eastern Health

POSITION DESCRIPTION

Position Title:	Psychology Educator
Award Classification:	Grade 4 Psychology Educator
Award / Agreement Name:	Medical Scientists, Pharmacists and Psychologists (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2025.
Position Reports to:	Operational: Principal Psychology Educator (P5) Professional: Director of Psychology

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne’s largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs. *‘Being part of Eastern Health is being part of a welcoming team of healthcare experts’* is achieved through Eastern Health’s strategic goal of HEALTHIER TOGETHER.



1. POSITION PURPOSE

The Psychology Educator is responsible for supporting Psychologists and postgraduate psychology students in mental health and general medical settings, across the lifespan. The Psychology Educator also will contribute to key initiatives of the Psychology Registrar Program including marketing and recruitment, orientation, learner health and wellbeing, professional supervision, planning, delivery and evaluation of professional development and management of rotations and placements across the health service.

The incumbent will assist the Principal Psychology Educator to ensure all governance and clinical requirements of the profession, including the Registrar Program and student placements, are met in accordance with AHPRA and Psychology Board (PBA) requirements.

The Psychology Educator will contribute to key initiatives of the Psychology Registrar Program including marketing and recruitment, orientation, learner health and wellbeing, professional supervision, planning, delivery and evaluation of professional development and management of rotations and placements across the health service.

The role will also contribute to discipline specific supervision and multidisciplinary and interprofessional education and support across the organisation.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

2.1 Clinical and Professional Leadership

Provides strong and effective professional leadership.

Indicators:

- Assists the Principal Educator with the planning and development, and management of clinical teaching and clinical education of psychologists employed in the service, including programs for Interns and Registrars, and the co-ordination and provision of the professional development and supervision of psychologists.
- Displays strong professional leadership through contribution to working parties, committees and internal and external forums
- Prioritises attendance at the Psychology profession meetings.
- Provides professional expertise and advise to the organisation on key issues of a psychological nature, including service development
- Liaises with university clinical educators.
- Contributes to development of the Psychology Registrar Program and associated key initiatives
- Promotes the development, identification and implementation of evidence based practice
- Promotes participation in research and quality improvement activities
- Any of the duties and responsibilities as delegated by the Grade 5 Principal Clinical Educator (Psychology).

2.2 Clinical Skills

Possesses specialist, current, clinical knowledge and skills in psychology and applies this to lead and develop individuals and teams in clinical practice.

Indicators:

- Demonstrates advanced expertise in psychology practice through knowledge of research, new developments and evidence-based practice
- Acts as a role model for staff in promoting professional values and ethics in clinical practice
- Fosters excellence by promoting a best-practice philosophy and patient/client-centered care
- Understands Eastern Health policies and legislative requirements which impact on wider clinical issues and practices and the recommendations following the Royal Commission into Victoria's Mental Health System (February 2019).
- Has an in-depth understanding of AHPRA regulations including expectations associated with meeting of PBA supervision and Registrar Program requirements.
- Maintains required and appropriate documentation including reporting to Learning & Teaching and the Profession as required.

2.3 Communication

Possesses strong communication skills with demonstrated ability to negotiate, collaborate and consult widely with internal and external stakeholders.

Indicators:

- Demonstrates advanced verbal and written communication skills in all professional domains of practice, including conference presentations, publications and research/project proposals
- Demonstrates the capacity to liaise with internal and external peers, stakeholders and clients.
- Demonstrates proven ability to negotiate conflict resolution.

2.4 Organisational Skills

Demonstrate strong organisational and time management skills. Indicators:

- Ability to organise programs and special projects as well as the ability to delegate to individuals where appropriate
- Manages and provides assistance to learners and supervisors in supporting the clinical environment through timely, responsive and value based communication and patient care.

2.5 Organisational Knowledge / Development

Possesses a clear understanding of the factors affecting healthcare, and applies this knowledge to lead activities and projects which deliver improved services and health outcomes in relevant service areas.

Indicators:

- Plans, initiates, coordinates and contributes to quality improvement activities, and showcases the work at forums/conferences within and external to Eastern Health
- Demonstrates strong corporate/ organisational knowledge and has established, or has the capacity to establish, a strong professional network with the key stakeholders
- Demonstrates capacity to facilitate the strategic initiatives of the Learning and Teaching Directorate and Psychology profession within the organisation.
- Actively contributes to preparation for and achievement of Accreditation Standards
- Applies and communicates to all stakeholders the Eastern Health Policies, Standards and Guidelines
- Demonstrates experience and awareness of financial policies and budgets

2.6 Professional Development and Supervision

Demonstrates a capacity to apply and integrate knowledge from professional development into the development and implementation of practice and program initiatives.

Indicators:

- Co-ordinates the professional development of other psychologists
- Acts as a role model in demonstrating a strong commitment to professional development
- Leads and continues to develop a supportive learning environment for all psychologists at Eastern Health
- Develops and implements professional development for psychologists and other learners as required
- Utilises an evaluation framework to support continued improvement of professional development
- Undertakes a formal supervision process with Professional line
- Liaises and seeks supervision from line manager with respect to own performance management / expectations
- Provides professional supervision to Psychology Registrars, endorsed grade 2 psychologists and grade 3 psychologists as required.

2.7 Teaching and Research

Initiates, leads and supports other staff in teaching, training and research programs. Indicators:

- Plans, initiates, coordinates and participates in research within Eastern Health and in collaboration with other partners (for example, education providers)
- Promotes an organisational commitment to research and quality improvement activities
- Demonstrates leadership with all learner programs
- Promotes research via publication or presentation at forums and external conferences and supports professional development of staff in this area

3. SAFE PRACTICE AND ENVIRONMENT

Eastern Health is a child safe organisation, committed to promoting the wellbeing and cultural safety of Aboriginal children, children with disabilities and all children in their diversity. More information [here](#).

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensation (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour, and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

Our commitment to Diversity, Equity & Inclusion

Eastern Health is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in ensuring Eastern Health provides the best service to its consumers.

Aboriginal and/or Torres Strait Islander peoples, people from the LGBTIQ+ community, people living with disability and those from a culturally and linguistically diverse background, are strongly encouraged to apply.

For more information, please [click here](#).

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**.

Our values are ones in action and are the behaviours that matter most.

- Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

- Attachment 1 Key Selection Criteria

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Healthcare workers are strongly recommended to follow COVID vaccination recommendations provided in the [Australian Immunisation handbook \(based on ATAGI advice\)](#). Seasonal vaccination against influenza is a mandatory requirement of this role and employment is conditional on this being up to date prior to employment.

Date: 18 / 11 / 2025

A/Director; PreRegistration and Transition to Practice Programs; Eastern Health Institute

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Date: / /

ATTACHMENT 1

KEY SELECTION CRITERIA

Position Title:	Psychology Educator
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Essential

- Continued AHPRA Registration as a General Psychologist.
- Practice endorsement in Clinical Psychology or Clinical Neuropsychology.
- Completion of a board approved Masters level (minimum) qualification in Clinical Psychology or Clinical Neuropsychology and eligibility for membership of the College of Clinical Psychologists or College of Clinical Neuropsychologists (Australian Psychological Society) respectively.
- Current PBA Approved Supervisor Status for supervision of Psychology Registrars to support Clinical Psychology/Clinical Neuropsychology endorsement pathways.
- At least 10 years of experience post qualification.
- Extensive clinical experience, and experience with supervising and supporting Endorsed Psychologists and Psychology Registrars.
- Experience delivering education to Psychologists and Interprofessional peers.

Desirable

Post graduate qualification in education, health and/or management or relevant field

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au