Position Description

Position Title:	Senior Clinical Psychologist/Coordinator Neurodevelopmental Assessment Team Infant Child and Youth Mental Health Service Fixed Term (.4 EFT) 7/1/2027-7/1/2028
Classification & Salary Range:	Grade 3 Clinical Psychologist
Agreement Name:	Victorian Public Health Sector (Medical Scientists, Pharmacists & Psychologists) Enterprise Agreement 2021-2025)
Position Reports to:	Operationally: Team Leader Perinatal Emotional Health Service Professionally: Clinical Lead Psychology
Last updated:	4/11/2026

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.

Eastern Health's Mental Health and Wellbeing Program provides Tertiary mental health across the Eastern Metropolitan Region of Melbourne with two age-based streams – Infant, Child and Youth & Adult and Older Persons. Fundamental to the Mental Health and Wellbeing Program, are the principles of recovery oriented mental health practice.

The Infant, Child and Youth Mental Health Service (ICYMHS), part of the Mental Health and Wellbeing Program at Eastern Health, provides a comprehensive range of inpatient, community based multidisciplinary teams for infants, children and young people up to the age of 25 years and experiencing significant mental health or emotional, behavioural and/or developmental challenges, and their families and women experiencing perinatal emotional health difficulties.

Position purpose

The Neurodevelopmental Assessment Team (NAT) is a small team, collocated with the Outer East Specialist Chid team, providing specialist high quality assessment and consultation to children and young people, aged 0-25 years presenting with severe mental health, trauma and/or disabilities for whom a neurodevelopmental disorder may also be present. The NAT team accepts referrals where the child/young person has had some prior assessment AND there is diagnostic complexity or uncertainty. Referrals are accepted from ICYMHS Community/Specialist Teams and Private Providers, for consumers living in the Eastern Region, through referral to the ICYMHS Access Team.

The team includes a Coordinator/Senior Clinical Psychologist, Neuropsychologist Psychologist, Speech Pathologist, Occupational Therapist and a Consultant Psychiatrist and undertakes a range of specialist assessments, to determine the presence or absence of neurodevelopmental disorders.

The Neurodevelopmental Assessment Team Clinical Psychologist/Coordinator will undertake specialised psychological assessments to help determine the presence of neurodevelopmental disorders. Assessment results, including recommendations will be shared with the child/young person and family, ICYMHS Community/Specialist Team clinicians and Private providers, aid diagnosis, treatment, and outcomes for the referred child/young person. As the NAT Co-ordinator, the Clinical Psychologist will also be responsible for scheduling appointments, ensuring reports are completed, feedback sessions with families are undertaken and timely correspondence with referrers and other service providers.

The Neurodevelopmental Assessment Team Clinical Psychologist will operationally report to the Outer East Specialist Child Team Leader, clinically to the Neurodevelopmental Team Consultant Psychiatrist and professionally to the ICYMHS Clinical Lead.

Major duties and/or responsibilities

- The NAT Coordinator is responsible for the daily management of referrals to the team including screening new referrals, managing the referral database, and ensuring specialist reports are submitted as required
- The NAT Coordinator is responsible for the coordination of secondary consultations
- Provide specialist age appropriate and individualized psychological assessments for children and young people aged between 0 - 25 years for children and young people referred to NAT.
- Participate in the delivery of complex multidisciplinary neurodevelopmental assessments, including autism spectrum disorder assessments.
- Provide a high standard of client assessment and co-ordination of services to children, young people and their families, facilitating safe and effective, person-centered care.
- Work collaboratively with the multidisciplinary clinical team, non-government organizations, GP's, private psychiatrists and others in the provision of quality care for children and their families
- Provide skills training, education, specialist secondary consultation and advice to a range of local service providers of children and young people aged 0 – 25 years with severe mental health, trauma and/or disabilities including child protection, education services, disability services, out of home care, residential services, general practitioner and other community services.
- Promote and implement a client-focused team approach to ensure continuous quality improvement and clinical care of a high standard using evidenced based best practice for children, youth and their families.
- Undertake consultation and support for other clinical staff within ICYMHS regarding neurodevelopmental disorders.
- Participate in regular clinical supervision and professional development to build skills in reflection, collaboration and quality clinical practice.
- As a Senior Clinical Psychologist, provide supervision of students and more junior staff with ICYMHS
- Actively participate as a senior clinical member of NAT in quality accountability activities, clinical review process, and peer review and service development initiatives.
- Meet Key performance Indicators, including ambulatory contact targets and outcome measurements,

- Have a sound working knowledge of relevant standards, policies, frameworks and strategies related to the Mental Health and with particular relevance to Infant, Child and Youth Mental Health (including National Mental Health Standards, National Framework for Recovery Oriented Mental Health Services, Child Safe Standards)
- Adhere to and comply with relevant legislation including the Mental Health Act 2022, Children, Youth and Families Act 2005, Family Violence Protection Act 2008, the Charter for Human Rights and Responsibilities Act 2006, the Health Records Act 2001, Privacy and Data Protection Act 2014

- Demonstration of relevant family violence practice according to allocated responsibility level in the mental health program workforce mapping tool. This aligns with the Multi-Agency Risk assessment and Management (MARAM) Framework, the Family Violence Information Sharing Scheme (FVIS) and Child Information Sharing Scheme (CISS) legislative requirements and related Eastern Health guidelines

- Maintain accurate, contemporaneous, timely electronic file notes and other clinical documentation and complete appropriate and timely service statistics.
- Other duties as directed by the Team Leader or manager, for the efficient and effective running of the service

Key Selection Criteria

Essential Selection criteria:

- Substantive clinical experience (minimum of five years) in public tertiary mental health or other neurodevelopmental assessment setting
- Ability to plan, develop, implement and evaluate psychological assessment specific to child and adolescent psychiatry.
- Skilled in psychological assessments including cognitive and learning assessments, knowledge and familiarity with the Autism Diagnostic Observation Schedule, Second Edition (ADOS-2) is essential.
- Demonstrated clinical competence at a senior level, and extensive experience in clinical psychology, preferably in child and adolescent mental health and disability services.
- Demonstrated ability to develop and provide professional leadership, consultation and education to team members, students and community agencies.
- Ability to provide assessment and consultation with individual clients and their families as well as broader systemic and community interventions.
- Demonstrated ability to work both independently and interdependently as a member of a multidisciplinary team, with evidence of excellent conflict resolution skills
- Advanced theoretical knowledge of psychological assessment, including psychometric assessment and treatments in child and youth mental health and intellectual disability
- High level of computer skills related to word processing, record keeping, data analysis and communication
- Current Victorian driver's licence
- Incumbent required to undergo a National Criminal History Check
- Incumbent required to hold a current Working with Children Check valid for employment purposes

- An understanding into Eastern Health's values and a commitment to achieving these

Qualifications

Clinical Psychologist:

- Full registration or eligibility for full registration as a Psychologist by the Psychology Board of Australia (PBA).
- Hold a Masters or Doctoral coursework qualification in Clinical Psychology that has been approved by the Psychology Board of Australia.
- Registration endorsement or eligibility for endorsement in the Approved Area of Practice of Clinical Psychology.
- Hold approved Supervisor status with AHPRA.
- A minimum of at least 5 years' experience as a qualified/fully registered psychologist

Eastern Health's promise

Our promise to our communities, patients, consumers and staff is that we will be HEALTHIER TOGETHER. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Read more about Eastern Health's strategic goals here.

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 LGBTIQA+ 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.

Aboriginal and Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2026 - 2028 was released in July 2026. 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.

For support, please contact our Aboriginal Employment Coordinator, Aboriginal.Workforce@easternhealth.org.au

Important Information

All new and existing employees are committed to the following in order to uphold Eastern Health's Promise and Values

- To uphold confidentiality as per the Privacy Act 2000 and the Health Records Act 2001

- To comply with Eastern Health code of conduct and Policy and Procedures
- To comply with Eastern Health performance standards and industry professional standards
- Participate in continuous monitoring an improvement
- Comply with legislation and accreditation standards
- Ensure service and care is consistent with the Eastern Health approach to patient and family centred care
- 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, Quality and Improvement

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, particularly 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 Compensations (WIRC) Act 2013.

Eastern Health employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

For more information about Quality and Safety please click here or for Staff Wellbeing please click here.

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. **Child Safety | Eastern Health**

Final note

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

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.

Appointment to this position is subject to a satisfactory National Police Check, compliance with mandatory vaccination requirements, including annual influenza vaccination, and evidence of immunity to vaccine-preventable diseases where required.

Application Support

If you require supports or adjustments with submitting your application or throughout the recruitment process, you are welcome to contact the hiring manager or the Talent Acquisition Team on (03) 9955 7555 option 1 (for current employees please select option 2).

Candidate statement:

I _____ have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____ Date: _____

Role specific Attachments

- *More role specification information.*
- *Managers can add additional attachments with specific details about the team/role should they require*