

Role Description

Treating Psychologist



Cluster	Stronger Communities
Agency	NSW Police Force
Command/Business Unit	People and Capability Command, Health, Safety & Wellbeing Command, Injury & Claims
Location	Sydney Police Centre, Surry Hills
Classification/Grade/Band	Clerk 9/10
ANZSCO Code	272311
PCAT Code	1119192
NSWPF Role Number	RD 933
Date of Approval	07/02/2024
Agency Website	www.police.nsw.gov.au

Agency overview

The NSW Police Force (NSWPF) vision is for *A Safer New South Wales*, which is achieved by police working with the community to prevent, disrupt and respond to crime.

It is one of the largest police forces in the western world, with more than 20,000 NSW Police Force employees, including more than 17,000 sworn officers providing a range of law and order services 24 hours a day, seven days a week to the socially, geographically and culturally diverse community of NSW.

The organisation has four function lines, based across a number of locations. Metropolitan Field Operations and Regional NSW Field Operations provide frontline services directly to the community. Investigations & Counter Terrorism provides investigative, technical and counter terrorism expertise. Corporate Services, provides business support services such as technology and communication, education and training and corporate human resources functions.

The NSW Police Force is a proud employer of a diverse range of people. This includes, but is not limited to, people who identify as Aboriginal or Torres Strait Islander, LGBTIQ, people with disability, people who come from a variety of cultural, religious or ethnic backgrounds, and workers of all ages. The NSWPF is committed to reflecting the diverse community we serve and creating an inclusive and respectful workplace for all employees, where difference is embraced, contributions are valued, and everyone has a sense of connection and belonging. This enables the growth and development of a talented and diverse workforce across the state, in a wide range of roles, at all levels.

The NSWPF *Statement of Values* and *Code of Conduct & Ethics* outlines appropriate behaviour for all NSW Police Force staff. All employees of NSWPF are expected to ensure ethics are incorporated into all aspects of their work making ethical behaviour, practices and decision making a part of daily routine. This further extends to ensuring confidentiality and information security is maintained at all times.

Work, Health and Safety legislation requires all employees to have specific responsibilities. This role is responsible for following all NSWPF health and safety policies, and taking all reasonable care that their actions or omissions do not impact on the health and safety of others.

Primary purpose of the role

The role works in collaboration with internal and external stakeholders to deliver, outcome focused, evidence-based treatment for employees suffering a psychological injury. The role provides work focused interventions that aim to support employees to recover in the workplace, or successfully achieve a durable return to work following absence, as a result of a work-related psychological injury.

Key accountabilities

- Apply the clinical framework for the delivery of health services to ensure the provision of evidence based and outcome focused psychological treatment services that optimise recovery at work outcomes for employees
- Provide direct and online work focused psychological services, programs and training to NSW Police Force (NSWPF) employees with complex psychological conditions, promote recovery at work for employees with psychological injuries and improve organisational mental health literacy
- Educate employees, commanders and managers about the health benefits of work and psychological wellbeing and develop evidence-based psycho-educational policies, resources and programs that meet the complex needs of the NSWPF
- Empower workers to be independent in their recovery through the provision of education, setting expectations, and development of self-management strategies
- Identify organisational trends, risks and issues and in collaboration with Manager develop tailored strategies to achieve improved psychological wellbeing within the organisation
- Maintain high levels of current knowledge on the latest advancements and evidence in the fields of work focused psychological treatment, assessment and recovery at work, considering potential application within the NSW Police environment
- Collect, record and manage sensitive health information in accordance with organisational and legislative requirements.

Key challenges

- Deliver work and recovery focused, evidence based psychological treatment services within a complex, dynamic and fast paced environment
- Preserve sensitivities and high levels of discretion within the broader organisational context with often conflicting demands.

Key relationships

Who	Why
Internal*	
Manager, Treatment & Recovery Unit	<ul style="list-style-type: none"> • Receive guidance and provide regular updates on key projects, issues, priorities and business objectives • Provide feedback regarding psychological assessment processes and outcomes • Identify emerging issues/risks and propose evaluation advice • Receive supervision support and guidance regarding caseload

Who	Why
NSWPF Employee	<ul style="list-style-type: none"> • Deliver evidence based, work focus psychological assessment and treatment services • Identify and resolve issues, escalating where required • Provide advice to enable outcomes / resolutions and negotiates to ensure compliance • Information exchange
Commander/Workforce Safety Staff	<ul style="list-style-type: none"> • Provide advice, discuss issues/risks and propose solutions
Team	<ul style="list-style-type: none"> • Work collaboratively to contribute to the service delivery and to ensure consistency of service provision
External	
Universities and external research groups	<ul style="list-style-type: none"> • Work with specific research units to maintain relevant knowledge and evaluation of assessment programs and instruments

Role dimensions

Decision making

The role has the autonomy to exercise independent clinical judgement in the evaluation and treatment of people with psychological injuries or illness.

Reporting line

- Manager - Treatment and Recovery Unit - Clerk 11/12

Direct reports

- Nil

Budget/Expenditure

- Nil

Key knowledge and experience

- Demonstrated analytical skills and experience in psychological assessment (clinical, actuarial and psychometric), including experience in the provision of assessment reports
- Demonstrated knowledge and understanding of current research and practice in psychological techniques
- Working knowledge and experience in delivering services under the Clinical Framework for the Delivery of Health Services.

Essential requirements

- Obtain and maintain the requisite security clearances for this position
- Full registration as a psychologist with Australian Health Practitioner Regulation Agency (AHPRA), with relevant industry experience
- Completion or willingness to complete State Insurance Regulatory Authority (SIRA's) online allied health practitioner training program
- Willingness to travel as required
- Willingness to work outside normal working hours in accordance with operational needs
- Current Drivers' License and clear driving record (for at least the last 6 months).

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
 Personal Attributes	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 of legislation, policies and guidelines 	Advanced
	Value Diversity and Inclusion Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	<ul style="list-style-type: none"> • Promote the value of diversity and inclusive practices for the organisation, customers and stakeholders • Demonstrate cultural sensitivity, and engage with and integrate the views of others • Look for practical ways to resolve any barriers to including people from diverse cultures, backgrounds and experiences • Recognise and adapt to individual abilities, differences and working styles • Support initiatives that create a safe and equitable workplace and culture in which differences are valued • Recognise and manage bias in interactions and decision making 	Adept
 Relationships	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	<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

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
	<p>Work Collaboratively Collaborate with others and value their contribution</p>	<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 	Adept
	<p>Plan and Prioritise Plan to achieve priority outcomes and respond flexibly to changing circumstances</p>	<ul style="list-style-type: none"> • Consider the future aims and goals of the team, unit and organisation when prioritising own and others' work • Initiate, prioritise, consult on and develop team and unit goals, strategies and plans • Anticipate and assess the impact of changes, including government policy and economic conditions, on team and unit objectives and initiate appropriate responses • Ensure current work plans and activities support and are consistent with organisational change initiatives • Evaluate outcomes and adjust future plans accordingly 	Adept
	<p>Demonstrate Accountability Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines</p>	<ul style="list-style-type: none"> • Assess work outcomes and identify and share learnings to inform future actions • Ensure that own actions and those of others are focused on achieving organisational outcomes • Exercise delegations responsibly • Understand and apply high standards of financial probity with public monies and other resources • Identify and implement safe work practices, taking a systematic risk management approach to ensure own and others' health and safety • Conduct and report on quality control audits • Identify risks to successfully achieving goals, and take appropriate steps to mitigate those risks 	Adept





FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Business Enablers</p>	<p>Project Management Understand and apply effective planning, coordination and control methods</p>	<ul style="list-style-type: none"> • Perform basic research and analysis to inform and support the achievement of project deliverables • Contribute to developing project documentation and resource estimates • Contribute to reviews of progress, outcomes and future improvements <p>Identify and escalate possible variances from project plans</p>	Intermediate

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 are 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
 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
 Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Intermediate
	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Adept
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate

Version Control

Version	Summary of Changes	Date
V1.0	New Role Description created for new role.(Replace RD 705 RECON Psychologist) Approve 13.3.23	17.01.2023
V1.1	Significant update to RD (Title, Primary Purpose, Key Accountabilities, Key Challenges, Key Relationships, Reporting line, Key Knowledge & Experience, & Essential Requirements) New Hay Eval req	31.01.2024

Roles attached

Position Number	Region	Position Number	Region	Position Number	Region	Position Number	Region
51297846	PCC	51297848	PCC	51297849	PCC	51297850	PCC
51297851	PCC						