

## POSITION DESCRIPTION

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<b>Position Title:</b>	Senior Neuropsychologist - Youth Forensic Assessment Consultation & Treatment Service (YFACTS) (Community Forensic Youth Mental Health Service)
<b>Service:</b>	<b>Parkville Youth Mental Health and Wellbeing Service (PYMHWS)</b>
<b>Location:</b>	Parkville – Multiple Sites
<b>Reports To:</b>	FYMHS Stream Lead; Community FYMHS Team Lead
<b>Enterprise Agreement:</b>	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021–2025
<b>Classification:</b>	Psychologist Grade 3 (PL1 – PL4)
<b>Immunisation Risk Category:</b>	Category A
<b>Date of Review:</b>	May 2027

### About the Parkville Youth Mental Health and Wellbeing Service (PYMHWS)

**Parkville Youth Mental Health and Wellbeing Service (PYMHWS)** is Victoria's first standalone public mental health service designed specifically for young people aged 12 to 25. Operational from July 2025, PYMHWS is leading a bold transformation in how youth mental health is accessed, experienced, and governed across Melbourne's north and west.

We deliver specialist, community, and inpatient services to young people experiencing, or at risk of mental ill-health. Our multidisciplinary teams are based at Parkville, Footscray, Spotswood, Sunshine, Wyndham, Cherry Creek and Malmsbury, working closely with families, carers, supporters and kin to provide developmentally appropriate, evidence-based, trauma-informed, inclusive care, grounded in lived experience.

At PYMHWS, every decision - from the front desk to the boardroom - centres on what young people need to live the lives they want to lead.

We partner with Orygen, bringing their world-leading research and knowledge translation expertise into care delivery. Together, we are building an integrated service model that connects Orygen-operated headspace centres with PYMHWS clinical services, creating a unified care experience.

As we grow, we're building a service with - and for - young people. One that reflects the diversity of our communities, embraces continuous learning and the generation of new knowledge, and strengthens the mental health system around it.

### At PYMHWS, we:

- Foster a safe, supportive and inclusive workplace - where the health, safety and wellbeing of young people, families, colleagues and visitors are actively protected.
- Speak up for safety and equity - raising concerns and escalating issues when needed, to ensure high standards of care and conduct.
- Deliver Safe, Timely, Effective, Efficient, Equitable, Person-centred Care (STEEEP) in alignment with our clinical governance framework and our youth-first approach.
- Promote diversity, inclusion and equal opportunity - creating a workplace free from discrimination, harassment or bias, and reflecting the communities we serve.
- Comply with all relevant policies, procedures, professional standards and legislation - including those related to clinical care, health and safety, risk, privacy, and equal opportunity.

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## Department Description

The Forensic Youth Mental Health Service (FYMHS) forms part of the specialist clinical programs of PYMHWS. FYMHS aims to deliver effective early treatment of mental ill health and to improve health and social outcomes for young people in, or at risk of entering, the youth justice system. FYMHS is made up of two separate streams: Custodial and Community FYMHS.

The Custodial FYMHS teams are located at Parkville Youth Justice (PYJP), Cherry Creek Youth Justice Precincts (CCYJP) and Malmsbury Youth Justice Precinct (MYJP - re-opening 2026) and provide mental health care in custody.

The Community FYMHS is made up of three (3) different multi-disciplinary sub-teams, one of which is the Youth Forensic Assessment Consultation and Treatment Service (YFACTS). YFACTS is a newly expanded, Victorian Government-funded statewide service delivered by PYMHWS. YFACTS provides specialist forensic youth mental health expertise to support young people presenting with behaviours of concern that place them at risk of justice system contact. This occurs through an early-intervention, preventative and diversion-focused model of care.

The main objectives of YFACTS are to:

- Improve statewide consistency and access to forensic youth mental health consultation and expertise for young people.
- Provide effective and timely consultation, support, intervention and capacity building to service providers including (but not limited to) Child and Youth Mental Health & Wellbeing Services, Child Protection, Youth Justice, and the Department of Education.
- Improve the mental health and psychosocial functioning of young people presenting with behaviours of concern or at risk of involvement with the justice system by providing evidence-based specialist forensic mental health assessment, consultation and intervention to reduce such risks.
- Strengthen community-based responses and system capability via consultation, care coordination and shared education and training.

The model is strongly aligned with the principles of the Youth Justice Act 2024, government early-intervention investment priorities, and a commitment to least-restrictive, developmentally and trauma informed responses for young people and families.

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## Position Summary

The Senior Neuropsychologist is a senior, specialist clinician within YFACTS.

YFACTS delivers a statewide, early intervention and diversion-focused model of care, providing specialist forensic mental health assessment, consultation, care coordination and targeted intervention to key stakeholders including Child Protection, Youth Justice, Department of Education, and Area Mental Health and Wellbeing Services (CAMHS/CYMHS). The service is designed to strengthen system capability and improve outcomes for young people at risk of involvement with the justice system.

Within this context, the Senior Neuropsychologist provides advanced clinical expertise in the assessment and formulation of cognitive, neuropsychological, and neurodevelopmental functioning. The role contributes to comprehensive, multidisciplinary assessment processes, with a particular focus on diagnostic clarification and cognitive profiles, including presentations associated with autism spectrum disorder (ASD), attention deficit hyperactivity disorder (ADHD), Intellectual Disability (ID), acquired brain injury, and other neurodevelopmental conditions.

The role delivers specialist neuropsychological assessment, formulation, and brief intervention, alongside secondary consultation to families, carers, and service systems. A key function is supporting stakeholders to recognise and respond to cognitive and neurodevelopmental vulnerabilities that may contribute to behavioural dysregulation, forensic risk, and justice system involvement. This includes translating cognitive profiles and neuropsychological findings into practical, developmentally informed, and contextually relevant strategies to support engagement, safety, risk management and rehabilitation.

The Senior Neuropsychologist plays a central role in enhancing the capability of the broader service system through consultation, shared formulation, and workforce development. The position contributes to high-quality clinical decision-making, including risk assessment, care planning, and the development of targeted recommendations and interventions that integrate cognitive, developmental, psychosocial, and criminogenic factors. The role positions Neuropsychology as a critical discipline in understanding and responding to pathways into offending behaviour.

The Senior Neuropsychologist operates with a high degree of autonomy and clinical responsibility, supported by structured supervision and consultation through PYMHWS and the Custodial FYMHS Neurodevelopmental Disorder (NDD) teams. The role also provides clinical supervision and support to junior clinicians and students, contributing to workforce development, clinical governance, and the ongoing maturation of the YFACTS model.

The position requires demonstrated expertise in working with young people within forensic and complex care systems, and an understanding of the intersection between communication needs, neurodevelopment, trauma, and offending behaviours. Practice is grounded in evidence-informed frameworks, including developmental and attachment theory, child and adolescent psychiatry, trauma-informed care, ecosystemic approaches, and culturally responsive and anti-oppressive practice.

The role operates across multiple sites and service systems throughout Victoria. Travel is an inherent requirement and is supported through access to fleet vehicles and, where required, overnight accommodation.

In response to evolving service needs, funding arrangements, and/or broader system reform, the incumbent may be required to work flexibly across programs and locations within FYMHS and PYMHWS, ensuring continuity of care and alignment with organisational priorities.

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## **Key Accountabilities**

### **Clinical Assessment, Formulation & Intervention**

- Conduct comprehensive neuropsychological assessments of cognitive function, neurodevelopmental profile, and behaviours of concern, including associated risks to self and others, through both direct and consultative service provision.
- Undertake and contribute to multidisciplinary mental health and forensic risk assessments, integrating cognitive and neurodevelopmental factors into formulation, intervention, and system responses for young people presenting with high complexity.
- Apply specialist frameworks to identify neurocognitive vulnerabilities (e.g. executive, memory, attention, processing speed and adaptive functioning) and their impact on risk, decision-making, impulse control, suggestibility, and functional capacity.
- Contribute to integrated forensic formulations that synthesise cognitive, developmental, psychological, relational, and systemic factors underpinning behaviours of concern.
- Provide diagnostic clarification of neurodevelopmental and cognitive conditions (e.g. ASD, ADHD, Intellectual Disability, acquired brain injury) as part of multidisciplinary processes.
- Translate assessment and formulation into clear, actionable, and developmentally appropriate recommendations, including intervention planning and risk management strategies.
- Deliver time-limited, goal-directed interventions and support implementation of neuropsychologically informed strategies to improve engagement, emotional regulation, behavioural stability, and reduce risk.
- Provide clear, accessible feedback to young people, families/carers, and care teams, ensuring findings are understood and practically applied.
- Maintain accurate and compliant clinical documentation in accordance with organisational and legislative requirements.

### **Collaboration, Consultation & System Integration**

- Provide specialist secondary consultation to stakeholders across Victoria, supporting assessment, formulation, and intervention for complex presentations involving cognitive and neurodevelopmental factors.
- Contribute neuropsychological expertise to care planning, case conferencing, and multidisciplinary clinical review processes.
- Translate neuropsychological findings into practical strategies, including cognitive supports, environmental modifications, and staff approaches to improve engagement and reduce escalation.
- Establish and maintain effective cross-sector partnerships with Area Mental Health and Wellbeing Services (ie. CAMHS/CYMHS), Youth Justice, Child Protection, education, mental health, AOD, and community services.
- Support coordinated, integrated system responses by promoting shared understanding, consistent formulation, and aligned intervention approaches.
- Deliver targeted training, consultation, and capacity-building to enhance stakeholder capability in responding to cognitive impairment and neurodevelopmental vulnerability.
- Act as a specialist neuropsychology resource within a forensic mental health context, providing clinical and strategic advice to strengthen service system responses.

### **Statewide Service Delivery & Capacity Building**

- Deliver specialist neuropsychology services across metropolitan, regional, and rural Victoria, including proactive outreach to areas with limited access to expertise and where young people present with risks of justice system involvement.
- Utilise flexible service delivery models (face-to-face, telehealth, hybrid) to ensure equitable access and timely service provision.
- Adapt assessment, consultation, and recommendations to local service contexts, ensuring they are practical, culturally responsive, and implementable.

- Contribute to the development and implementation of consistent statewide approaches to neuropsychologically informed forensic mental health practice.
- Support regional workforce capability through consultation, mentoring, and knowledge translation, promoting sustainable system-level improvements.
- Undertake statewide travel as required to support service delivery and partnership development.

### **Leadership, Supervision & Workforce Development**

- Provide discipline-specific supervision and consultancy to neuropsychologists and multidisciplinary clinicians, supporting safe, ethical, and evidence-informed practice.
- Build workforce capability in recognising and responding to cognitive impairment, executive dysfunction, and neurodevelopmental conditions, and their interaction with trauma and offending behaviours.
- Provide clinical leadership within multidisciplinary teams, embedding neuropsychologically informed practice into assessment, formulation, intervention, and risk management.
- Support supervision, mentoring, and professional development of staff and students, contributing to a culture of reflective practice and continuous learning.
- Contribute to the ongoing development and maturation of the YFACTS model, including embedding best practice approaches.
- Maintain ongoing Continuing Professional Development (CPD) in line with Psychology Board of Australia (AHPRA) requirements.

### **Quality Improvement, Governance & Research**

- Monitor and achieve KPIs and service targets, contributing to effective and efficient service delivery and workforce planning.
- Participate in quality improvement, accreditation, and governance processes, ensuring alignment with organisational frameworks and NSQHS Standards.
- Contribute to research, evaluation, and service innovation, strengthening the evidence base for neuropsychology in forensic youth mental health.
- Support service monitoring, reporting, and data-driven improvement, including outcome measurement and activity reporting.
- Identify, escalate, and manage clinical and operational risks, including those related to cognitive impairment, engagement, and service accessibility.
- Participate in clinical audits, incident reviews (Riskman), and continuous improvement initiatives.

### **Compliance, Safety and Cultural Responsiveness**

- Practice in accordance with all relevant legislation, professional standards, and organisational policies, including the Mental Health and Wellbeing Act 2022 (Victoria), Health Records Act 2001 (Victoria) Child Safe Standards (2022), Privacy Act 1988 (Australia), Child Wellbeing and Safety Act 2005 (Victoria), and Reportable Conduct Scheme.
- Deliver care that is trauma-informed, culturally safe, and responsive, particularly for Aboriginal and/or Torres Strait Islander young people, recognising the impact of systemic disadvantage and intergenerational trauma.
- Ensure all assessment, communication, and intervention approaches are cognitively accessible, developmentally appropriate, responsive to cultural and linguistic diversity and trauma informed.
- Maintain compliance with mandatory reporting, privacy, and professional conduct requirements, ensuring the safety and wellbeing of all young people.
- Contribute to a culture of safety, accountability, and continuous improvement, including speaking up for safety and participating in organisational quality initiatives.

## **PYMHWS Core Cultural, Leadership & Safety Responsibilities**

These responsibilities apply to all roles at PYMHWS and form the foundation of our culture. They reflect our commitment to safety, inclusion, wellbeing and transformational leadership - at every level of the organisation. Aligned with PYMHWS's strategic goals and operational priorities, these behaviours ensure we are here for youth, together - and focused on delivering outcomes that matter.

### **Psychological safety & inclusion**

- Create and maintain a psychologically safe team environment where all voices are heard and respected.
- Model inclusive behaviours and actively challenge stigma, bias and discrimination.
- Speak up for safety, wellbeing and alignment with PYMHWS values - including cultural safety for Aboriginal and Torres Strait Islander peoples.

### **Leadership at every level**

- Demonstrate leadership in your area of work, regardless of role title, by taking ownership, influencing positive change, and modelling integrity.
- Mentor others where appropriate, share knowledge generously, and contribute to a learning culture.
- Engage in honest, constructive feedback - giving and receiving with a growth mindset.

### **Alignment with strategic vision, outcomes & priorities**

- Contribute to the achievement of our strategic and operational priorities, including youth-first care, workforce wellbeing, system transformation and strong partnerships.
- Be accountable for delivering measurable outcomes - for young people, families and colleagues.
- Make decisions that align with our purpose: reimagining how youth mental health is accessed, experienced and delivered.

### **Wellbeing & safe practice**

- Prioritise your own wellbeing and that of your colleagues, in line with our whole-of-service wellbeing approach.
- Work to your full scope of practice and escalate when support is needed.
- Participate actively in safety initiatives, risk management and quality improvement.

### **Continuous learning & improvement**

- Commit to ongoing professional learning, cultural development and reflective practice.
- Support innovation, research translation and systems thinking to improve outcomes for young people.
- Seek feedback on your work including participation in formal performance and annual discussion review processes.

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## **Key Relationships**

### **Internal Stakeholders**

- FYMHS Leadership (Clinical and Medical Lead)
- Community FYMHS Leadership (Team and Medical Lead) and teams.

### **External Stakeholders**

- Tertiary Mental Health Providers (AMHWS/CAMHS/CYMHS).
- Child Protection (CP).



- Custodial FYMHS Leadership and teams
- PYMHWS Neurodevelopmental Disorders Stream
- Inpatient Unit Team (ICA East)
- Continuing Care Team (CCT) Region Coordinators and Case Managers as required
- PYMHWS Workforce
- Department of Justice and Community Safety (DJCS) including Youth Justice (Community and Custody).
- Department of Education (DoE).
- Primary Health & Primary Mental Health Service Providers.
- Youth Parole Board (YPB).
- Forensicare.
- Victoria Police (VIC POL).
- Children's Court of Victoria (CCV).
- Children's Court Clinic (CCC).
- National Disability Insurance Scheme (NDIS).
- Key stakeholders as required (AOD services, Education, Housing and Legal).
- Other Youth Mental Health Services (headspace centres) and private providers

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## Key Selection Criteria

### Formal Qualifications:

- Registration as a Psychologist under the Australian Health Practitioner Regulation National Law Act (2009) with practice endorsement in Clinical Neuropsychology with the Psychology Board of Australia.
- Masters or Doctoral qualification in Neuropsychology.
- Board approved supervisor status with the Psychology Board of Australia (AHPRA).

### Essential:

- A minimum of 5 years' experience in the application of clinical practice in the mental health field, specifically with young people experiencing mental health disorders.
- Ability to function independently as a Clinical Neuropsychologist and provide a range of clinical neuropsychology services including assessment and intervention particularly for young people presenting with complex mental health, neurodevelopmental, and behavioural needs.
- Demonstrated ability to develop, implement, and evaluate integrated, person-centred care plans, including comprehensive assessment, formulation (including diagnostic clarification), and risk assessment and management.
- Utilise evidence-based assessment tools to produce high-quality reports and recommendations about the support and management of young people with mental health or neurodevelopmental disorders and/or cognitive difficulties, and to contribute to case formulation (including diagnostic clarification), risk assessment and management.
- Demonstrated experience working with young people involved in, or at risk of involvement with, the youth justice and/or criminal justice system, with a sound understanding of the intersection between mental health, Child Protection, Youth Justice, education, and other community service systems.
- Capacity to develop and sustain effective working relationships, collaborations, and partnerships across a broad range of stakeholders, including CAMHS/CYMHS, Youth Justice, Child Protection, education, and community services.

- Demonstrated ability to work collaboratively and effectively with young people and their families/carers, multidisciplinary teams, and external services, including well-developed communication and conflict resolution skills.
- Demonstrated experience providing secondary consultation, clinical guidance, and capacity-building support to other clinicians and service systems, including translating specialist neuropsychological knowledge into practical, implementable strategies.
- Demonstrated ability to operate at a senior clinician level, including working autonomously, contributing to complex clinical decision-making, and supporting multidisciplinary team processes.
- Knowledge of the youth justice system and relevant forensic service systems, including an understanding of key legislation such as the Child, Youth and Families Act 2005 (Victoria).
- Sound understanding of relevant legislative and regulatory frameworks, including the Mental Health and Wellbeing Act 2022 (Victoria), Health Records Act 2001 (Victoria), Privacy Act 1988 (Australia), Child Wellbeing and Safety Act 2005 (Victoria), Crimes (Mental Impairment and Unfitness to be Tried) Act 1997 (Victoria), and Sentencing Act 1991 (Victoria).
- Demonstrated understanding of and commitment to the Child Safe Standards (2022) and the Victorian Reportable Conduct Scheme, including maintaining safe practice and reporting obligations.
- Knowledge of the rationale and evidence for early intervention in mental health, and its application within a forensic and system-focused model of care.
- Demonstrated capacity to contribute to service development, policy development, and continuous quality improvement, including participation in evaluation, audits, and implementation of service enhancements.
- Demonstrated knowledge of relevant state and national frameworks and reform directions, including the Victorian Mental Health Reform Strategy and National Standards for Mental Health Services.
- Commitment to ongoing professional development, including engagement with current evidence, supervision, continuing education, and participation in training, seminars, and conferences.
- Commitment to maintaining professional registration and compliance with all legal and professional requirements relevant to psychology and neuropsychology practice, including AHPRA registration and endorsement requirements.

Desirable:

- Clinical experience working within Youth Justice, Department of Justice, forensic mental health, or youth forensic services, including with justice-involved young people.
- Experience in the assessment and intervention of neurodevelopmental conditions (e.g. Autism Spectrum Disorder, Intellectual Disability, ADHD), particularly within complex or high-risk populations.
- Advanced skills in the administration and interpretation of standardised neuropsychological assessments and integration of findings into formulation, risk assessment, and intervention planning.
- Experience in forensic neuropsychological assessment, including consideration of suggestibility, fitness, responsiveness, and cognitive risk factors relevant to justice involvement.
- Knowledge of forensic or court-informed assessment and report writing, including the ability to translate cognitive and developmental profiles.
- Experience providing secondary consultation and system-level support, including working across multiple service systems (e.g. mental health, Child Protection, Education, Youth Justice).
- Experience working within statewide or outreach service models, including provision of telehealth and consultation to regional and rural services.



- Demonstrated involvement in service development, program design, or implementation of new models of care, particularly within community or statewide service settings.
- Evidence of research, evaluation, or quality improvement activities, including contribution to building the evidence base in mental health, neurodevelopment, or forensic practice.

### Key Performance Indicators / Success Measures

Your performance will be measured through your successful:

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

### Conditions of Employment

PYMHWS is a child-safe organisation and is committed to promoting and protecting the safety and wellbeing of all young people and embedding safeguarding practices into all our programs and services.

All employment appointments are required to:

- Hold a valid Working with Children Check
- Police Check
- Provide evidence of Immunisation history consistent with risk category defined for this role
- Availability to work across multiple locations within the Melbourne metropolitan area

### 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 Parkville Youth Mental Health and Wellbeing Service (PYMHWS) reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date