

Position Description

Position Title	Occupational Therapist
Position Number	P5223 (A)
Type of Employment	Full Time
EFT	1EFT
Status	Fixed Term
Division	Health and Medical Services
Unit and Team	Adult Allied Health (West 1)
Enterprise Agreement and Classification	Allied Health Professionals (Victorian Community Health Centres) Enterprise Agreement 2022-2026 Grade 2
Reports To	Team Leader - Adult Allied Health (West 1)
Primary Location All staff are required to travel between sites	Sunbury - 12-28 Macedon St <i>Occasional travel between Omnia sites may be required</i>

About the organisation

Omnia Community Health is a unified, not-for-profit community health organisation established through the merger of Sunbury and Cobaw Community Health and Nexus Primary Health on 1 January 2026. We are committed to enhancing access to safe, high-quality, and sustainable health and community services across the Hume, Macedon Ranges, Mitchell, Murrindindi and Strathbogie local government areas.

We bring together deep community connections, shared values, and specialist expertise to deliver a broad range of services, including general practice, allied health, disability support, mental health, early childhood and family services, aged care, and community wellbeing. Services are provided from sites in Broadford, Kinglake, Kyneton, Romsey, Seymour, Sunbury and Wallan, with outreach into surrounding communities.

Grounded in the social model of health, our multidisciplinary teams recognise the impact of social, economic, cultural and political factors on health and wellbeing. We work in partnership with individuals, families and communities to deliver person-centred, inclusive and culturally safe care.

All employees contribute to our shared purpose by:

- Supporting community and individual health through health promotion, prevention, early intervention and place-based consultation
- Delivering care and services that reflect the diverse lived experiences of our clients, and
- Collaborating across teams to drive innovation, equity and continuous improvement.

Omnia Community Health is an equal opportunity employer and a health-promoting workplace, committed to building a diverse workforce and inclusive culture. We welcome applications from people of all cultural backgrounds, Aboriginal and Torres Strait Islander peoples, people with disabilities, those from the LGBTIQ+ community, and other underrepresented groups.

We are committed to the safety and wellbeing of children and vulnerable people and uphold a shared responsibility in the prevention of and response to family violence. All employees are required to meet relevant compliance and screening obligations as part of their employment.

Our Values



Division, Unit and Team

This role is part of the **Adult Allied Health Team**, a multidisciplinary group of professionals that may include clinicians, allied health practitioners, community engagement officers and support staff. The Adult Allied Health team comprises of multidisciplinary teams, including:

- Exercise Physiology
- Physiotherapy
- Dietetics
- Podiatry
- Occupational Therapy
- Speech Pathology
- Diabetes Education
- Cardiac and Pulmonary Nursing

The team works collaboratively to deliver integrated care aligned to the social model of health, ensuring clients receive the right support at the right time, in the right setting. The team operates across multiple sites and outreach locations, and partners closely with other services, agencies and community groups to achieve shared outcomes for the people we serve.

The north/west corridor is expected to see significant growth in the next decade, and Omnia Community Health will need a flexible and agile workforce to capitalise on new opportunities.

Position Overview

This position is responsible for providing Occupational Therapy assessment and intervention for adult clients 18 years and above. The role supports clients live healthy, independent, safe, socially connected and valued lives in our community. Clients may have diverse and complex needs and may be experiencing ageing, disability, or chronic illnesses.

The role includes supervision and support of university placements and work experience students as well as the clinical supervision of early career clinicians. Contributions are also required to interdisciplinary collaboration, quality improvement projects and service development and innovation.

Duties and Responsibilities

- Provide OT services to clients receiving state and federal funding from:
 - Support At Home
 - National Disability Insurance Scheme (NDIS)
 - Commonwealth Home Support Program (CHSP)
 - Home and Community Care (HACC)
 - Community Health (CH)
- Undertake individual Occupational Therapy assessment of complex clients who may be experiencing ageing, disability or have or are at risk of developing chronic disease, in their own home.
- Work collaboratively with clients and their carers to provide a client-centred care, encouraging independence, goal setting and achievement through the development of goal directed care plans.
- Ensure coordinated care for clients including liaison with other health practitioners, care providers and family members as required.
- Prescription of aids, equipment and home modification as appropriate, to enhance client's independence and safety at home and in the community.
- Coordinate applications for funding of equipment and home modifications via schemes such as the Goods and Equipment Scheme; State wide Equipment Program (SWEP); NDIS and SAH.
- Coordinate and prioritise referrals, maintaining ongoing communication with staff internally and externally to support clients and their carers.
- Meet individual performance targets.
- Actively participate in team initiatives across the organisation.
- Support the planning and development of new Occupational Therapy and Allied Health programs consistent with community needs assessment and the quality process.
- Perform administrative tasks including progress notes and contacts via client management system, responding to and sending emails, updating and using My Aged Care provider portal, and client related correspondence.
- Support the education and clinical supervision of interdisciplinary and OT students /work experience students as requested.
- Attend and contribute to Team Meetings, Staff meetings, Unit meetings relevant network meetings, program planning and professional development sessions.
- Participate and contribute to Omnia Allied Health initiatives that promote wellness, reablement and restorative approaches to healthcare.
- Participate in continuous professional development and maintain up to date records to ensure continuous improvement and adherence to clinical guidelines.

The **scope of practice** is:

Target Population	Internal and external stakeholders, and clients who are frail aged, with chronic health conditions and disabilities living within the Omnia catchments.
Service Delivery Model	Individual, group and outreach services.
Service Location	Centre based, telehealth, with requirement to provide outreach into the community.

Key Selection Criteria

Essential

1. Demonstrated commitment to the principles of community health and the social model of health, including the ability to work in partnership with individuals, families and communities to address the social, cultural, economic and environmental factors that influence health and wellbeing.
2. Demonstrated understanding of and commitment to delivering services that are person-centred, inclusive and responsive to the diverse needs, backgrounds and lived experiences of clients, including Aboriginal and Torres Strait Islander peoples, people with disabilities, LGBTIQ+ communities, and culturally and linguistically diverse populations.
3. Proven ability to work effectively as part of a multidisciplinary team, contributing to a positive team culture, sharing knowledge and supporting collective approaches to client care, service planning or organisational development.
4. Understanding of clinical governance, health equity and safety standards as they apply in primary and oral health care, and a commitment to continuous improvement in service quality and outcomes.
5. Demonstrated ability to deliver integrated, person-centred care within a multidisciplinary health setting, including the capacity to collaborate across disciplines to improve client outcomes.
6. Minimum 3 years of experience working as an Occupational Therapist.
7. Proven ability to support discipline specific university and work experience students, as well as provide clinical supervision to early-career staff and Allied Health Assistants (AHAs).
8. Demonstrated clinical experience, knowledge and skills as an Occupational Therapist completing clinical assessment with clients presenting with complex and chronic conditions.
9. Ability to prescribe complex and customised home modifications, equipment and programs using the principles of choice and control / client centred care with well-defined clinical goals.
10. A high level of written and verbal communication skills, including clinical report writing for the submission of reports and funding applications with Statewide Equipment Program (SWEP), NDIS and SAH.

Desirable

1. Experience working in a Community Health setting.
2. Knowledge of and experience in working with Commonwealth Home Support Program, NDIS, SAH and SWEP.

Qualifications and Registration

1. Approved Degree in Occupational Therapy.
2. Current registration with AHPRA.
3. Must hold current National Criminal History Check, NDIS Worker Screening check and valid Working with Children Check.
4. Current Victorian Driver's Licence.

Acknowledgement

I hereby accept and agree to the duties in this Position Description. I understand that this Position Description is to be read in conjunction with my Contract of Employment and agree to abide by the terms and conditions stipulated therein.

Name	Please print
Signature	Incumbent
Date	