

## Podiatrist

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| <b>position number</b> |   |
| <b>status</b>          | Multiple position available   |
| <b>FTE</b>             | 0.6 EFT- 1EFT   |
| <b>network</b>         | Services  |
| <b>agreement</b>       | Allied Health Professionals(Victorian Community Health Centres) (Multi-Employer) Enterprise Agreement 2022-2026 |
| <b>classification</b>  | Grade 2   |

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| <b>about us</b>         | cohealth is a not-for-profit community health organisation. We provide health and support services in Melbourne's CBD, northern and western suburbs, and on the East Coast of Tasmania. Our work is guided by our Strategy 2025–2035, a bold pathway toward our vision of healthy communities, healthy people.  |
| <b>what we do</b>       | We partner with communities to improve health and wellbeing and address health and social inequality. Our aspiration is for healthier communities where everyone – regardless of background or geography – can access quality care and experience better health and social outcomes.  |
| <b>our organisation</b> | <p>cohealth is driven by a 10-year strategy shaped by over 900 coworkers, clients, community members, and partners. We aim to be the exemplar of place-based, integrated, person-centred care that empowers individuals and communities across Australia. To achieve this, we are focused on three strategic objectives:</p> <ul style="list-style-type: none"> <li>• Demonstrating the value of the cohealth model</li> <li>• Enhancing the sustainability and resilience of our organisation</li> <li>• Scaling our impact</li> </ul> <p>Our work is underpinned by five key enablers: people and culture, community connection, partnerships, ways of working, and infrastructure.</p> |
| <b>our people</b>       | People who work at cohealth are committed to designing and delivering high quality health care and promoting and protecting human rights.   |

## diversity and inclusion

We want people of all ages, gender identities, sexualities, cultural backgrounds, and abilities to feel safe to bring their whole selves to cohealth. We are a Rainbow Tick Accredited organisation with over 20% of our staff from the LGBTQIA+ community. To find out more about us click [here](#)

## network overview

### Services Network

Our vision is for healthy communities and healthy people. We do this by providing care for individuals, community, and society, improving the health and wellbeing of the communities we serve, and addressing inequality in society.

We champion universal health care and human rights and strive for health and social equity. This is what we mean when we say care for all. Care for all is achieved when all people have access to the full range of health services they need, when and where they need them, and without financial hardship.

cohealth's services network delivers strong, people-centred primary and community health care that prioritises individuals and communities experiencing inequality. Our services focus not only on preventing and treating disease and illness, but also on helping to improve wellbeing and quality of life.

The services network comprises four divisions:

- Health promotion
- Primary and community care
- Mental health, homelessness, and family violence services
- Alcohol and other drug services

## position overview and purpose

cohealth's Allied Health Programs provides a range of multidisciplinary services to individuals and groups across Footscray, Braybrook, Kensington, Niddrie, Glenroy, Collingwood and Fitzroy communities.

The Podiatrist will work within a multidisciplinary team and work closely alongside medical and nursing teams to provide holistic, client-centred, and coordinated healthcare in accordance with service funding agreements.

The Podiatrist will have the knowledge and ability to treat foot-related conditions resulting from diabetes, peripheral vascular disease, and other high-risk foot complications.

A key approach in the management of these conditions is the utilisation of health education, illness prevention strategies, and chronic disease management. This includes a focus on educating and empowering clients to adopt self-management strategies to improve their health which is underpinned by health literacy principles.

Using a strengths-based approach cohealth Podiatrists will collaborate with clients, their carers, and other service providers, to develop meaningful care plans to support clients to work towards their goals.

## key accountabilities

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| <p><b>direct care services</b></p>                    | <ul style="list-style-type: none"> <li>• Provide high quality Podiatry services to clients and groups of clients in accordance with agreed targets</li> <li>• Provide a high quality and flexible Podiatry services to clients from marginalised backgrounds</li> <li>• Provide a welcoming environment where the consumers can inquire and learn about a range of health-related matters and engage in self-management</li> <li>• Participate in multidisciplinary coordinated care activities to meet the needs of the target group</li> <li>• Refer, consult and liaise with staff within the organisation and other local agencies to ensure a holistic multidisciplinary approach to health care provision</li> <li>• Develop, review and evaluate Podiatry direct care and health promotion programs using a co-design approach</li> <li>• Provide Podiatry consultancy where appropriate</li> <li>• Incorporate health education into direct care contacts, using health literacy principles</li> <li>• Participate in and contribute to quality student supervision and related tasks to support podiatry student placement and professional skill development</li> <li>• Provide Allied Health Assistant supervision and Grade 1 Podiatry supervision which results in increased confidence, skill level, self-awareness and job satisfaction for the supervisee, as required</li> <li>• Perform other duties consistent with the aims and objectives of cohealth as directed by the program coordinator</li> <li>• This position is based at Collingwood but may be required to work across other cohealth sites from time to time or to change sites.</li> </ul> |
| <p><b>health education &amp; health promotion</b></p> | <ul style="list-style-type: none"> <li>• Contribute to and participate in health education and promotion programs aimed at maximising good health and preventing illness in accordance with program development and evaluation strategies in response to community needs</li> <li>• Liaise with the Prevention and Population Health Team as appropriate</li> <li>• Act as an advocate for individual clients/groups of clients as appropriate</li> <li>• Establish and maintain effective working relationships with stakeholders and regularly participate in team and organisational activities</li> </ul>   |
| <p><b>quality improvement</b></p>                     | <ul style="list-style-type: none"> <li>• Ensure safety and maintenance of podiatry equipment and supplies</li> <li>• Adhere to infection control policy</li> <li>• Participate in Podiatry professional development</li> </ul>  |

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|   | <ul style="list-style-type: none"> <li>• Develop and lead organisational and discipline-specific Quality Improvement activities</li> </ul>   |
| <b>administrative responsibilities</b>    | <ul style="list-style-type: none"> <li>• Maintain and complete client files and statistical/program records in keeping with the organisation's policy and funding requirements</li> <li>• Have appropriate knowledge of the funding agreements underpinning their role and be accountable to meeting those requirements</li> <li>• Participate in the recruitment and selection of staff as appropriate</li> <li>• Monitor and order educational materials, literature and clinic supplies</li> <li>• Fulfil the requirements of the Team Care Arrangement if seeing clients referred into MBS funded sessions</li> <li>• Ensure correct billing for clients if undertaking MBS funded sessions</li> <li>• Actively participate in Podiatry department grant application and acquittal processes</li> <li>• Independently manage stock and maintain current ordering processes with budgetary constraints</li> </ul> |
| <b>team &amp; policy development</b>      | <ul style="list-style-type: none"> <li>• Participate in multi-disciplinary team meetings and Podiatry team meetings</li> <li>• Develop and deliver appropriate health strategies and information for clients</li> <li>• Participate in the planning, development and evaluation of Podiatry and Multidisciplinary Team services</li> <li>• Professional conduct in the execution of all duties by regulating own behaviour and understanding organisational structure and culture</li> <li>• Establish and maintain effective working relationships with stakeholders and regularly participate in team and organisational activities</li> </ul>   |
| <b>culture and teamwork</b>               | <ul style="list-style-type: none"> <li>• Champion cohealth's culture to promote teamwork, employee development and empowerment in order to foster a culture of high performance and a workforce which demonstrates behaviours consistent with cohealth's values</li> </ul>   |
| <b>quality and continuous improvement</b> | <ul style="list-style-type: none"> <li>• Contribute to the principles of continuous improvement as contained in cohealth's quality system and ensure compliance with cohealth policies/procedures</li> <li>• Contribute to the implementation and improvement of the quality systems within cohealth, in particular the Services Network, and ensure compliance with documented procedures and processes</li> </ul>  |
| <b>health &amp; safety compliance</b>     | <ul style="list-style-type: none"> <li>• Provide and maintain a working environment that, as far as reasonably practicable, is safe and without risks to the health, safety and wellbeing of all (employees, contractors, volunteers)</li> </ul>   |

- Maintain awareness of and compliance with health and safety policies and procedures to maintain a safe working environment.
- Take corrective action to remedy safety hazards or risks and restore a safe working environment

## position requirements

- Tertiary qualification in Podiatry
- Registered with Australian Health Practitioner Regulation Agency (AHPRA)
- At least two years' experience as a Podiatrist
- Demonstrated clinical competency in the areas of biomechanical assessment, nail surgery, diabetes assessment and wound management
- Ability to work effectively across a multi-disciplinary service and with a wide range of diverse client groups, forming collaborative working relationships, as well as an ability to work independently
- Demonstrated capacity to manage competing priorities and to deliver high quality outcomes
- Ability to strengthen key agency partnerships
- Demonstrated knowledge of health literacy principles
- Understand budget parameters and where possible present possible strategies for improvement
- Sound decision making skills with a focus on identifying and understanding issues, problems and opportunities
- Be conversant with computer systems and other technology relevant to the position.
- Working with Children's Check (WWCC)
- Nationally Coordinated Criminal History Check (NCCHC)
- Victorian Driver's License
- Immunisation Category A vaccination to be produced for sighting upon request

## key selection criteria

- Excellence in the delivery of community based and outreach Podiatry services and demonstrated ability to work effectively across a multi-disciplinary service and with marginalised clients, including CALD groups
- Current registration with the Australian Health Professionals Regulation Agency as a Podiatrist
- Demonstrated understanding and commitment to the principles of community health and principles of chronic disease management
- Knowledge and skills in program planning, implementation and evaluation
- Commitment to professional development and quality improvement
- Experience in supervision including the supervision of Podiatry students, grade 1 Podiatrists and/or Allied Health Assistants
- Highly developed communication and interpersonal skills

- Demonstrated commitment to community participation and ongoing engagement with consumers
- Well-developed computer skills
- Strong belief and personal alignment in cohealth Values and Mission

*cohealth is a child safe and equal opportunity employer that offers generous salary packaging and opportunity to undertake professional training and development opportunities. Aboriginal and Torres Strait Islander people, and those who speak languages other than English are encouraged to apply.*

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