

POSITION DESCRIPTION

Position Title:	Senior Neuropsychologist – Custodial Forensic Youth Mental Health Service
Service:	Parkville Youth Mental Health and Wellbeing Service (PYMHWS)
Location:	Parkville / Cherry Creek / Malmsbury
Reports To:	FYMHS Stream Leader; Custodial FYMHS Team Lead
Enterprise Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021–2025
Classification:	Psychologist Grade 3 (PL1 - PL4)
Immunisation Risk Category:	Category A
Date of Review:	June 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.

Department Description

The Forensic Youth Mental Health Service (FYMHS) is a statewide specialist service within the Parkville Youth Mental Health and Wellbeing Service (PYMHWS), providing expert forensic mental health assessment, consultation, treatment and care coordination for young people aged 10–25 years who are involved in, or at risk of involvement in, the youth justice system.

FYMHS comprises two integrated service streams: Custodial FYMHS and Community FYMHS. Custodial FYMHS provides specialist forensic mental health services within Victoria's three Youth Justice Precincts: Parkville Youth Justice Precinct (PYJP), Cherry Creek Youth Justice Precinct (CCYJP) and Malmsbury Youth Justice Precinct (MYJP). Services include multidisciplinary assessment, treatment, consultation, care coordination and specialist mental health support for young people in custody. Custodial FYMHS also works within the River Unit, a voluntary mental health unit located within CCYJP, which provides intensive, recovery-oriented, trauma-informed assessment and treatment within a least restrictive, young person-centred model of care.

Community FYMHS delivers specialist forensic mental health consultation, assessment and intervention through three statewide programs: the Youth Justice Mental Health Clinician (YJMHC) Program, which provides mental health consultation and support to Youth Justice services; the Children's Court Mental Health Advice and Response Service (CCMHARS), which provides specialist mental health consultation to the Children's Court of Victoria (CCV); and the Youth Forensic Assessment Consultation & Treatment Service (YFACTS), a statewide specialist consultation service supporting young people presenting with complex behaviours of concern, including violence, problematic sexual behaviour, stalking, animal cruelty and fire-setting.

Working in partnership with Youth Justice, Justice Health, public mental health services, the Court and community agencies, FYMHS aims to improve mental health outcomes, reduce reoffending, strengthen system responses and support young people to achieve meaningful recovery, rehabilitation and community reintegration.

Position Summary

The Senior Neuropsychologist is embedded within the Custodial Forensic Youth Mental Health Service (FYMHS), providing specialist assessment, consultation, formulation, and intervention for young people in custody who present with complex cognitive, neurodevelopmental, mental health, and behavioural needs.

The position forms part of the specialist Neurodevelopmental Disorders (NDD) Team within Custodial FYMHS, alongside Speech Pathology and Occupational Therapy. The NDD Team provides

comprehensive multidisciplinary assessment, diagnostic clarification, consultation, and treatment recommendations for young people presenting with complex cognitive, communication, behavioural, and mental health needs. This includes young people where diagnostic clarification is sought regarding Autism Spectrum Disorder (ASD), Intellectual Disability (ID), Attention Deficit Hyperactivity Disorder (ADHD), Acquired Brain Injury (ABI), Developmental Language Disorder (DLD), learning disorders, and other neurodevelopmental conditions.

Within this context, the Senior Neuropsychologist provides advanced clinical expertise in the assessment and formulation of cognitive, neuropsychological, adaptive, and neurodevelopmental functioning. The role contributes to comprehensive multidisciplinary assessments and the development of integrated formulations that consider the interaction between neurodevelopmental vulnerabilities, mental health presentations, trauma histories, offending behaviours, environmental factors, and developmental functioning.

The Senior Neuropsychologist delivers specialist neuropsychological assessment, formulation, brief intervention, and secondary consultation to multidisciplinary teams, families, carers, Youth Justice staff, and external service systems. A key function of the role is supporting stakeholders to recognise and respond to cognitive and neurodevelopmental vulnerabilities that may contribute to emotional dysregulation, behavioural difficulties, forensic risk, disengagement from services, and justice system involvement. This includes translating complex neuropsychological findings into practical, developmentally informed, and contextually relevant recommendations that support engagement, safety, rehabilitation, recovery, and successful community reintegration.

This position plays a critical role in understanding the relationship between cognitive functioning, neurodevelopment, trauma, mental health, and offending behaviour. The position contributes specialist expertise to multidisciplinary formulations and clinical decision-making processes, including risk assessment, care planning, behavioural support planning, treatment planning, and transition planning. Recommendations are developed within an integrated framework that considers cognitive, developmental, psychosocial, cultural, environmental, and criminogenic factors.

The position plays a central role in enhancing the capability of the broader service system through consultation, shared formulation, workforce development, and specialist advice. The Senior Neuropsychologist contributes to service development, quality improvement activities, clinical governance processes, and the ongoing development of specialist neurodevelopmental assessment pathways within Custodial FYMHS. The role supports the integration of neuropsychological knowledge into forensic youth mental health practice and promotes evidence-informed approaches to understanding and responding to complex presentations.

The Senior Neuropsychologist operates with a high degree of autonomy and clinical responsibility and is recognised as a senior clinical resource within Custodial FYMHS. The role provides discipline-specific leadership, clinical consultation, supervision, mentoring, and support to provisional psychologists, psychology registrars, students, and multidisciplinary staff. The position contributes to workforce development, research activities, clinical governance, and the ongoing maturation of the Custodial FYMHS model of care.

The position requires demonstrated expertise in working with young people experiencing complex mental health, neurodevelopmental, trauma-related, and forensic presentations. Practice is grounded in evidence-informed approaches, including developmental and attachment theory, neuropsychological theory, child and adolescent psychiatry, trauma-informed care, ecosystemic practice, recovery-oriented care, and culturally safe and anti-oppressive practice.

The position operates across multiple custodial and as part of transition support, may travel to various community service settings throughout Victoria. Travel between youth justice custodial sites is an inherent requirement of the role and is supported through access to organisational fleet vehicles during working hours.

In response to evolving service needs, funding arrangements, and broader system reform initiatives, the incumbent may be required to work flexibly across programs, sites, and service streams within Custodial FYMHS and PYMHWS to support service delivery, continuity of care, and organisational priorities.

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/or contribute to multidisciplinary mental health 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 developmentally appropriate.
- 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 and multicultural and multifaith young people and their families and communities, 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.

Key Relationships

Internal Stakeholders

- FYMHS Leadership; Clinical Stream Lead and Medical Lead
- Custodial FYMHS team
- Community FYMHS team
- PYWMHS Continuing Care Team (CCT) Region Coordinators
- PYWMHS Acute and Admitted Care teams including the Inpatient Unit (ICA East)
- PYMHWS Leadership
- PYMHWS Administration staff
- PYMHWS Service/Unit/Team managers, clinicians and subject matter experts
- PYMHWS workforce

External Stakeholders

- Western Health
- Royal Melbourne Hospital (RMH)
- Orygen
- Department of Health (DoH), Victoria
- Department of Justice and Community Safety (DJCS)
- Justice Health (JH)
- Custodial Primary Health Service (PHS) providers
- Youth Parole Board (YPB)
- Forensicare
- Children's Court of Victoria (CCV)
- National Disability Insurance Scheme (NDIS)
- Key stakeholders as required (Child Protection, AOD services, Housing and Legal)
- Other Tertiary Mental Health Providers (AMHS/CAMHS/CYMHWS)
- External vendors
- Other Youth Mental Health Services (headspace centres) and private providers.

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.
- 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.
- 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.
- 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).
- 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, responsivity, 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 multidisciplinary service models, including provision of telehealth and consultation to regional and rural services.
- 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 - putting people first, leading with kindness and achieving excellence together
- Achievement of portfolio specific KPI targets
- 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/current Working with Children Check (WWCC)
- Complete a Police Check and a DJCS Fit2work check.
- Hold a valid/current Victorian Drivers Licence (DL)
- 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