




## JOB AND PERSON SPECIFICATION

**Title of Position : Senior Rehabilitation Social Worker**      **CORRECTIONAL SERVICES**  
**Classification : AHP3**      **Position No:**  
**Location : Rehabilitation Programs Branch**      **Division : Offender Development**  
**Reports To : Manager, Rehabilitation Programs Branch**

### JOB AND PERSON SPECIFICATION APPROVAL

  
..... 14, 6, 19 .....

Chief Executive or Delegate

### JOB SPECIFICATION

#### KEY PURPOSE OF THE POSITION

The Senior Rehabilitation Social Worker will provide a range of effective scientifically based clinical and forensic services to prisoners and offenders within DCS. The position will provide therapeutic interventions focused on offending behaviours and on needs that contribute to criminal offending; conduct comprehensive assessments including risk and needs rating assessments; and where appropriate, provide crisis intervention, and specialised individual and/or group interventions in response to referrals from within DCS.

The Senior Rehabilitation Social Worker is responsible for providing comprehensive assessments and specialist interventions to prisoners and offenders in prisons and across Community Correctional Centres, in particular 'adult' and 'child' sex offenders and violent offenders, and contributing to the safe management, wellbeing, and mental health of offenders.

Due to the over-representation of Aboriginal prisoners within the Department for Correctional Services (DCS), there is an expectation that the client work load will include a significant number of Aboriginal prisoners and offenders.

#### KEY STAKEHOLDER INTERACTION

This position is administratively responsible to an allocated line manager depending upon the nominated position. The Senior Rehabilitation Social Worker is required to work within a multidisciplinary context with other members of the Directorate which includes liaising with the Prison Health Service and collaborating and supporting other Departmental staff.

#### BRANCH PROFILE

The Rehabilitation Programs Branch sits within the Offender Rehabilitation Services Branch which consists of the following discreet multi-disciplinary units:

- The Rehabilitation Programs Branch
- The Program Services Unit
- The Volunteer Unit
- VTEC-SA
- The Cross Borders Indigenous Family Violence Program
- Prison Chaplaincy Services

The Rehabilitation Programs Branch provides, group-based and individual offence-focussed rehabilitation intervention. The branch is also responsible for risk assessment and professional oversight for the management of sex offenders and violent offenders across the Department. The team also provide training and oversight for community and custodial-based generalised offending program delivered across the state.

**SPECIAL CONDITIONS**

- Section 47 of the Public Sector Act 2009 applies in conjunction with other provisions of the act and other applicable industrial entitlements.
- The incumbent is required to satisfactorily complete a National Criminal History Check;
- A current South Australian Driver's Licence is essential;
- A flexible approach to working hours is required;
- The role requires considerable intra-state travel, with occasional interstate travel, involving visits to prisons and community corrections centres, and frequent overnight absences.

**HIGHLIGHTED EMPLOYMENT CONDITIONS**

A requirement to understand, observe, conform and adhere to:

- Legislative requirements that apply to the role. This includes, but is not limited to, the Public Sector Act; Correctional Services Act, Work Health & Safety Act, Return to Work Act, Equal Opportunity Act, Independent Commissioner Against Corruption Act, the State Records Act, and various relevant industrial awards and enterprise agreements. The Public Sector Principles and Practices including the SA Public Sector Code of Ethics, the Professional Conduct Standards, the Commissioner's Determinations and Guidelines, Information Privacy Principles, Information Sharing Guidelines, DCS Human Resource policies and guidelines and DCS Core Values.
- DCS employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.
- Work health and safety and injury management requirements as set out in relevant legislation, Public Sector and DCS policies and procedures, including complying with any reasonable instruction associated with these documents.

**KEY AREAS OF ACCOUNTABILITY**Therapeutic Intervention and Assessment:

- Providing offence-focused, therapeutic interventions to prisoners/offenders using established techniques and methodologies of proven effectiveness;
- Conducting comprehensive assessments for the purpose of evaluating risk, identifying criminogenic needs and guiding clinical formulation and treatment delivery to prisoners/offenders;
- Providing therapeutic group interventions using psychological approaches of proven effectiveness;
- Contributing to the design, development and implementation of innovative rehabilitation programs which will lead to positive outcomes and minimising the incidence of re-offending, within a Throughcare framework;
- Facilitating group and individual rehabilitation programs;
- Providing psychological interventions in response to referrals from within DCS in fulfilment of whole of sentence planning;
- Assisting prisoners/offenders due for release from prison or community service orders by liaising with relevant service providers and making referrals on professional matters.

Prisoner / Offender Management:

- Participating in the Case Management process by contributing to the operation and further development of Case Management;
- Contributing to the risk and needs assessment of prisoners/offenders as part of the Case Management process;
- Providing an expert resource to Case Management staff, including where appropriate, participating in Case Reviews, the development of Individual Development Plans, contributing to the Serious Offender Committee, and conducting training to staff as required;
- Contributing to the High Risk Assessment Team (HRAT) meetings as well as to the development of individual management programs for prisoners/offenders in conjunction with institutional or community correctional staff;

- Assisting with the development of behaviour management programs and protocols within the prison/community correctional centre;
- In collaboration with other staff, developing and implementing therapeutic and offender development programs suited to the needs of prisoners/offenders.

**Program Development:**

- Assisting the institution/region and the Department in the ongoing review, development and evaluation of programs including for specific groups, such as women and Aboriginal prisoners/offenders;
- Ensuring that the special needs of Aboriginal prisoners/offenders are met by encouraging the development of relevant programs and services in close liaison and collaboration with staff from Aboriginal Services;
- Maintaining awareness and up to date knowledge of developments in the psychological literature, therapeutic interventions for prisoners/offenders and of best practice in the profession;
- Conducting applied research in consultation with the Director, Offender Development or appropriate delegate, General and Regional Managers, as approved by the Research Management Committee;
- Identifying needs and assisting in the training and development of Departmental staff.

**Professional Development and Clinical Supervision:**

- Undertake ongoing developmental opportunities for individual professional development and growth;
- Undertake research and specialised programs to advance the effectiveness of programs within the Directorate;
- Provide professional/clinical supervision and training to other staff within the Rehabilitation Programs Branch, or across the department;
- Provide formal supervision to Social Work students undertaking a placement with the Rehabilitation Programs Branch.

**Administration:**

- Maintaining and developing client records and recording data on the delivery and effectiveness of programs;
- Maintaining quality documentation of program attendance;
- Responsible for taking reasonable care for their own and others' health and safety and not adversely affecting the health and safety of others;
- Responsible for early notification and reporting of workplace hazards, incidents and injuries.

**QUALIFICATIONS**

Essential: Appropriate degree or equivalent qualification which gives eligibility for full membership of the Australian Association of Social Workers.

**PERSONAL CRITERIA****Essential Criteria**

- Demonstrated experience working as a social worker to deliver services relevant to offender rehabilitation, and evidence of ability to function as a senior staff member with a high degree of autonomy.
- Demonstrated ability to apply a high level of clinical judgement and to prepare and present complex reports relating to the outcome of assessment and intervention with prisoners/offenders.
- Demonstrated ability to work with a culturally and socially diverse group of prisoners/offenders, and to apply a culturally responsive framework to guide intervention.
- Knowledge of, and demonstrated ability in the application of a variety of efficacious, scientifically-based treatment approaches with prisoners/offenders whose presenting problems include: sexual offending, violent offending, mental health problems (including personality disorders and mental

illness), suicidal ideation/behaviour and self-harm, drug and/or alcohol abuse, long-term responses to trauma, and behavioural problems.

- Demonstrated ability to administer psychometric assessments and undertake specialised, comprehensive forensic and clinical assessments.
- Demonstrated ability to apply clinical formulation to the delivery of intensive therapeutic intervention to prisoners/offenders.
- Demonstrated ability to work with a minimum of direction and to effectively communicate with and work collaboratively as part of a multi-disciplinary team, and to contribute to the development of creative and innovative programs of intervention.
- Proven experience in accessing a range of resources to facilitate therapeutic interventions with a client population and to communicate clearly, both verbally and in writing.
- Knowledge and understanding of Departmental Core Values (Code of Ethics) and the Employee Conduct Policy.
- Knowledge of the Australian Association of Social Workers Code of Ethics and an understanding of the application of these to professional practice within a Correctional context.
- Demonstrated knowledge of psycho-social principles, practices and models of intervention applicable within a Correctional setting.

**Desirable Criteria**

- General knowledge of personnel management principles under the Public Sector Act, Work Health & Safety Act, and the Equal Opportunity Act.
- General knowledge of DCS organisational structure and the South Australian Justice system.