



A Professional Career in Northern Territory Correctional Services

Recruitment Handbook 2009

Have a Life *and* a Career

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What would it be like in Correctional Services?

If you have an interest in social justice or criminal justice system issues, then joining the Department of Justice at this time could be a rich experience in terms of professional development and job satisfaction. Northern Territory Correctional Services (NTCS) in particular is in an exciting period of growth and development with a focus on community based work that addresses cycles of violence through work with offenders.

Clinical Services Branch

NTCS has recently created a Clinical Services Branch to ensure that clinical staff are supported through professional development, clinical supervision, training and career pathways. This has created the potential for staff to work on program development, evaluation and research as part of their practice along with individual, group and community oriented work. NTCS staff are accessing leading national and international trainers and researchers as part of their professional development.

Working in the NT provides unparalleled opportunities to build cross-cultural skills and competencies. This is in part due to the high proportion of Indigenous people forming the NT offender population. It is also due to a commitment to work with family and community members as part of offender management and intervention.

Strengthening Community Corrections

Community Corrections is responsible for supervising those on probation and parole and community orders. Strengthening Community Corrections is a key initiative of the Department of Justice which aims to help break the cycle of reoffending within the Northern Territory.

To do this the Department has introduced a comprehensive package aimed at strengthening the Community Corrections division including:

- Clinicians focused on high risk offending (Intensive Case Management)
- Extra officers in Community Corrections
- Improved assessment of offenders
- Increased supervision of offenders
- Increased training and improved qualifications for staff
- More concentration on breaking the reoffending cycle.

Closing the Gap

The Intensive Case Management initiative sits alongside other new developments in Correctional Services. The Agency has also been funded to deliver on a range of initiatives under “Closing the Gap”- the Northern Territory’s Indigenous Generational Plan. The Plan aims to improve the socio-economic wellbeing of Indigenous Territorians and includes the Government’s response to the “Little Children are Sacred Report”, the inquiry into Indigenous Child Sex Abuse in the Northern Territory conducted in 2006. For more information regarding both of these reports go to www.action.nt.gov.au. Additional funding has been allocated to the Department of Justice to implement the recommendations.

The additional funding resulting from the Plan will be used, in part, to expand areas directly related to Community Corrections work including the Indigenous Family Violence Offender Program, staffing in remote and regional areas and interventions targeting sexual offending.

These resources assist NTCS to strengthen interventions that address sexual offending. It has enabled NTCS to enhance existing therapeutic group programs delivered within the correctional centres and to expand services to community based offenders. A leading expert in the sexual offending rehabilitation field, Professor Stephen Smallbone, has made a significant contribution to the future model of services in a report commissioned by NTCS. Clinicians working in the NT will assist the development of leading edge therapeutic services for sexual and violent offenders in Northern Territory.

Senior clinician positions have been created to deliver services as well as support staff professionally. This is of particular assistance in terms of understanding and responding to the challenges of working in a cross cultural and often remote context. This creates a career pathway for clinicians to develop and use their professional skills.

In total, this is a period of growth and opportunity in the Department of Justice for our staff and for our services. Your skills and a genuine desire to make a difference, can impact not only on the lives of individuals, but entire communities.

What are the jobs?

The following positions are available:

- 2 Intensive Case Managers based in Darwin
- 1.4 Clinician positions based in Darwin
- 1 Clinician position based in Alice Springs

The part time position may suit professionals preferring two days per week for a life/work balance. The Intensive Case Manager positions are permanent. The Clinician positions are based on Closing the Gap funding to June 2012.

Intensive Case Managers

Since 2008 professionally qualified 'Intensive Case Managers' (ICMs) have been engaged in each major regional office to provide an additional level of service targeting the offenders at highest risk of causing significant harm. The majority of work involves violent offending, and there is also a focus on sexual offending.

There are five Intensive Case Managers located in Alice Springs, Katherine and Darwin. Each Intensive Case Manager is also a member of a Community Corrections team based in each regional office and receives support from the local Office Manager.

They provide critical support to the Probation and Parole Officers to address factors regarding offending behaviour. Often there is joint work in terms of gathering the relevant information and interviewing offenders, their families and community members - in the office and in community.

Intensive Case Managers provide specialist input and take a lead role regarding:

- risk assessments;
- developing offender management plans;
- identifying appropriate interventions; and
- developing reports for court and the Parole Board.

Clinicians

The Clinician positions undertake these same critical tasks and are primarily focused on sexual offenders. They work collaboratively with their clinical colleagues based in prison and in community. These positions make a key contribution to program development and in delivering therapeutic interventions in community.

Clinicians are co-located with their ICM colleague in Darwin and Alice Springs Community Corrections offices. The primary focus for all clinicians are those at high risk of causing significant harm, primarily violent and sexual offending. The work ranges across prison and community, from facilitating group programs to multi-systemic type interventions in community with individuals, family and community members.

How can I develop as a professional?

A new position of Director Clinical Services has been created to provide support and leadership specifically regarding clinical activity across NT Correctional Services. This is part of a commitment to develop a through-care model from prison to community as well as to use, and develop, evidence-based interventions. The Director is supported by two senior managers and four senior clinicians.

Clinical supervision and professional support is provided to individuals and to the team. Accredited training is provided to enable clinicians to undertake specialist assessments (e.g. STATIC, STABLE, ACUTE, PCL-R, HCR-20), provide interventions that address specific offending (e.g. sexual or violent offending), and work in a culturally appropriate manner (e.g. cross-cultural awareness, Indigenous mental health).

The successful candidates will be encouraged and professionally supported to bring knowledge and skills from varied fields to bear on this critical and satisfying area of work. A capacity and enthusiasm for cross-cultural work or work with Indigenous clients will be an advantage.

Conditions of service

The salary range for a level two professional is \$66,100 to \$80,137.

The Department of Justice offers generous employment conditions including six weeks annual leave, and employees with recognised dependents are eligible for the NT Allowance of \$960 per year. The successful candidate may negotiate for relocation expenses.

An ability to undertake some travel is necessary which can require 4WD and small aircraft routes to remote communities.

A Life *and* a Career

If you have been thinking about having a life *and* a career, then consider using your experiences in both to contribute to these important community justice initiatives.

To find out more about life in the Territory visit www.theterritory.com.au

To find out more about the Department of Justice visit www.nt.gov.au/justice and access the Strategic Plan at: <http://www.nt.gov.au/justice/corpstrat/documents/Strategic%20Plan.pdf>

The following pages contain summary information about the position, details of relevant contact people within the Department and how to apply for the jobs.

JOB DESCRIPTION

Job Title: Intensive Case Manager
Designation: Professional 2
Work Unit: Northern Territory Community Corrections
Position Number: 15754 (Darwin)
Responsible to: Manager Intensive Case Management

Primary Objective

Develop, deliver and support intensive offender management strategies for community based high risk offenders. Provide specialist advice and consult with Probation and Parole Officers to ensure effective assessment, management and intervention for high risk offenders.

Key Responsibilities

1. Undertake assessments, including criminogenic risk and needs of community based high risk offenders.
2. Develop appropriate offender management and intervention plans for identified high risk offenders.
3. Provide specialist offender management to high risk community based offenders and ensure the delivery of appropriate interventions.
4. Provide professional reports as required, and maintain accurate, records and statistics.
5. Provide specialist consultation and support to Probation and Parole Officers in assessing, monitoring and supervising community based high risk offenders.
6. Facilitate Case Conferences with appropriate staff and community agencies for offenders who are at high risk of re-offending.
7. Participate in clinical supervision provided by the Clinical Services Branch of Northern Territory Correctional Services and be accountable for the delivery of programs and services according to approved standards.
8. Work as part of a team with other Clinical Services staff to provide effective case management across the Northern Territory and provide collegial support.
9. Participate in and deliver relevant training to NTCS colleagues.
10. Consult and liaise with other agencies in the community and interstate to ensure effective offender management.

Selection Criteria

Essential

1. Relevant tertiary qualifications in the health, human services or behavioural sciences and eligibility for professional registration and/or membership of a relevant professional association.
2. Experience in the provision of clinical services to individuals and/or groups, including assessment, case planning and provision of intervention services.
3. Knowledge of the relevant criminogenic risks and needs for high risk offenders.
4. Demonstrated ability to communicate clearly and sensitively to clients from a diverse range of cultural backgrounds, in particular working with and communicating with Indigenous clients and communities.
5. Demonstrated consultation and networking skills with relevant stakeholders.
6. Demonstrated high level written communication skills and ability to write professional reports.
7. Demonstrated ability to work independently as well as collaboratively within a multidisciplinary team setting.
8. An ability to undertake travel in remote areas, including in light planes and an NT manual driver's licence is required.

Desirable

1. Relevant postgraduate qualifications.
2. Experience working within a Corrections environment.

Further Information

No significant criminal history is required as confirmed by a police fingerprint and name check.

For further information:

1. Visit www.nt.gov.au/justice
2. Contact Sheree Wallis (08) 8935 7580 or email sheree.wallis@nt.gov.au

JOB DESCRIPTION

Job Title: Clinician
Designation: Professional 2
Work Unit: Community Corrections
Position number: 26376 (Alice Springs), 26377, 26379 (Darwin)
Responsible to: Senior Clinician

Primary Objectives

Provide clinical services, including comprehensive assessment, delivery of treatment programs, court and parole board reports and individual interventions to high risk offenders, with a particular focus on sexual offenders. Provide peer consultation, training and professional support to colleagues as required.

Key Responsibilities

1. Provide clinical assessment, offender management and intervention services for high risk offenders, particularly sexual offenders.
2. Consult and provide professional advice to NTCS staff regarding offender assessment, management and intervention.
3. Consult and liaise with other professionals and agencies to ensure coordinated assessment, offender management and intervention.
4. Provide professional reports as required, and maintain accurate records and statistics.
5. Be an active member of a multi-disciplinary team and participate in ongoing service development and evaluation
6. Under guidance of clinical manager provide peer consultation, supervision and support to NTCS colleagues as required.
7. Participate in clinical supervision provided by the Clinical Services Branch of Northern Territory Correctional Services and be accountable for the delivery of programs and services according to approved standards.

Selection criteria

Essential

1. Tertiary qualifications in psychology, social work or behavioural sciences with eligibility for professional registration and/or membership of relevant professional association.
2. Experience in the provision of clinical services including group work interventions and consultancy to a diverse range of clients, and demonstrated knowledge of current trends and best practice methods in treatment interventions.
3. Experience with a range of clinical assessment tools and approaches.
4. Demonstrated ability to communicate clearly and sensitively to clients from culturally and linguistically diverse backgrounds, including experience working with and communicating with Indigenous clients.
5. Demonstrated high level written skills and the ability to write professional reports, undertake research activities including program evaluation.
6. Demonstrated experience working collaboratively with, and supporting staff, and participating effectively in a multidisciplinary team environment.
7. An ability to undertake travel in remote areas, including in light planes and an NT manual driver's licence is required.

Desirable

1. Relevant postgraduate qualifications.
2. Experience working within a Corrections environment.

Further Information

No significant criminal history is required as confirmed by a police fingerprint and name check.

For further information:

3. Visit www.nt.gov.au/justice
4. Contact Robin Jones (08) 8935 7682 or email robin.jones@nt.gov.au

Vacancies and Selections

Vacancies are open to any person. Selection is based on merit. For permanent positions, applicants must be an Australian citizen or have permanent resident status.

Applications & Selection Criteria

Your application should contain:

- completed cover sheet
- claims addressing the selection criteria
- your curriculum vitae (cv) or resume
- the name and contact details for at least two referees (If you are an NTG employee include your current agency, position title and nominal designation.)

All applications are placed on files and therefore folders and binders used for presentation purposes are not necessary.

If you are applying for two or more advertised vacancies you must submit a separate application for each vacancy.

Your application should provide a brief working history outlining positions held and your major responsibilities and achievements and include any relevant qualifications.

In your application, you need to address the selection criteria, stated in the job description and demonstrate your competency and suitability for the vacancy. Include examples of your experience and knowledge. You must meet all essential selection criteria to be considered for the vacancy.

Where an appeal is lodged, an application will form part of the appeal process.

Reference Checks

Referees provided by applicants will be contacted during the selection process.

Criminal History Checks

For some vacancies, successful applicants will be required to undergo a criminal history check before the selection process is finalised.

Equal Employment Opportunity

The Northern Territory Government aims for an inclusive and diverse workforce. All equal employment opportunity (EEO) groups are encouraged to apply.

Redeployees

NTG redeployees will be considered for selection to any advertised vacancy at their nominal level prior to other applicants. **If you are a redeployee, please state this in your application.**

Notification of Outcome/Post Interview Feedback

You will be advised in writing of the outcome of the selection process.

The Selection Panel Chair will provide feedback to all shortlisted applicants. Not shortlisted applicants may request feedback as required. Details of who to contact will be provided in the selection outcome letter.

Additional Information

For comprehensive information regarding NTG employment and 'how to apply for a job', visit www.nt.gov.au/ocpe/careers.

If you require additional information regarding the recruitment process, please contact the Recruitment Officer on (08) 8951 6487.

If you require specific information regarding the vacancies, please contact Robin Jones on (08) 8935 7682 or Sheree Wallis on 8935 7580.

Closing date: 27 November 2009

Where to Send Applications

Applications should be forwarded by one of the following methods:

- on-line application via the NTG Employment Opportunities website; or
- email to: recruitment@nt.gov.au; or
- refer to the website for details of alternatives.

Please ensure that all emailed applications and attachments to on-line applications, are in a format compatible with Microsoft Word 97, Works or Adobe Acrobat.

PROFESSION: SUMMARY OF IMPORTANT CONDITIONS OF SERVICE

Salary	Payable fortnightly, on Thursday, by electronic transfer to bank/credit union/building society account.
Northern Territory Allowance	Employees with recognised dependents are eligible for NT Allowance of \$960 per annum.
Taxation	Zone A taxation concession is applicable.
Working Hours	36.45 hours per week .
Superannuation	Employee has the flexibility to elect any complying superannuation fund. Employer contributions will be paid at the superannuation guarantee rate (9%).
Recreation Leave	30 days (6 weeks) per annum, which may be accessed on a pro rata basis. Leave loading of 17.5% of salary is payable up to a pre-determined maximum of \$1,097 for 2009.
Personal/Carers Leave	Permanent employees: <ul style="list-style-type: none"> • 3 weeks full pay per annum from date of appointment. • All personal/carers leave is cumulative.
Study Leave	Paid study leave of up to 8 hours per week is available for attendance at an approved course of study. Compulsory course fees may be reimbursed.
Long Service Leave	3 months long service leave after 10 years service.
Maternity Leave	Paid maternity leave for 14 weeks, plus a further 8.5 months unpaid leave after a qualifying period of 1 year.
Workers Compensation	Full coverage of paid compensation leave and reimbursement of medical expenses for an injury attributable to employment.