

HR	<b>Success Profile</b>	
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Role	Practice Lead (Low Vision Service)
Reports to	Team Manager with indirect reporting line to Practice Coordinator (Expanded Core Services)
Department	Client Services
Manages / Supervises	N/A
Date revised	December 2018

### **PURPOSE OF THE JOB:**

In addition to the purpose of a Low Vision Orthoptist, the purpose of this role is to support the Practice Coordinator to enable clients to achieve their goals by ensuring comprehensive and consistent Low Vision Service practice standards are in place and quality Low Vision services are delivered across all regions.

This position will support the development of Low Vision Orthoptists' knowledge and skills through mentoring and coaching frameworks and support Client Services staff more broadly, under the direction of the Practice Coordinator, through professional consultancy, policy development, stakeholder engagement and contribution to projects and programmes.

### **KEY ACCOUNTABILITIES:**

Key Result Area	JOB HOLDER IS SUCCESSFUL WHEN:
Practice Standards	<p><i>Through support to the Practice Coordinator:</i></p> <p>Low Vision Service practice standards will be developed, implemented, embedded and continually improved; and</p> <p>Low Vision Service practice standards will reflect best practice, the needs of clients and the needs of the organisation.</p>
Key Result Area	JOB HOLDER IS SUCCESSFUL WHEN:
Professional Development	<p><i>In collaboration with the Practice Coordinator:</i></p> <p>Low Vision Orthoptists will have the knowledge and skills required to deliver high quality services to clients that enable them to achieve their goals.</p> <p>Innovative mentoring and coaching programs are developed and delivered to build capacity in services and are responsive to organisational need.</p>

<b>Key Result Area</b>	<b>JOB HOLDER IS SUCCESSFUL WHEN:</b>
Professional Consultancy and Support	<i>In collaboration with the Practice Coordinator:</i> The Practice Coordinator, Team Managers and the Client Services Leadership group are supported to ensure consistent, quality, and sustainable Low Vision services exist across all regions.
<b>Key Result Area</b>	<b>JOB HOLDER IS SUCCESSFUL WHEN:</b>
Policies	<i>Through support to the Practice Coordinator:</i> Low Vision Service policies, procedures and tools are in place that meet the needs of clients and the organisation, and align with best practice and compliance requirements.
<b>Key Result Area</b>	<b>JOB HOLDER IS SUCCESSFUL WHEN:</b>
Stakeholder Engagement	<i>In collaboration with the Practice Coordinator:</i> Strong and positive relationships relevant to the Low Vision Service will exist between GDN and external stakeholders in line with GDN's strategic direction.
<b>Key Result Area</b>	<b>JOB HOLDER IS SUCCESSFUL WHEN:</b>
Projects and Programmes	<i>In collaboration with the Practice Coordinator:</i> Projects and initiatives (as agreed and/or directed by the Practice Governance Manager) to improve and develop Low Vision services in line with best practice are delivered to time, scope and budget requirements.

NOTES: WH&S duties are completed along with other tasks as required / directed.

### **KNOWLEDGE AND EXPERIENCE REQUIRED TO BE SUCCESSFUL IN THE ROLE:**

<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Tertiary qualification in Orthoptics.</li> <li>• Registration with the Australian Orthoptic Board.</li> <li>• Experience delivering Low Vision Services to people who are blind or vision impaired.</li> <li>• Attention to detail, and skills in analysis, planning, and problem solving.</li> <li>• Excellent written and verbal communication skills, including the ability to communicate sensitively and effectively with staff, clients and other stakeholders.</li> <li>• Ability to work in a team, as well as independently, assuming accountability and</li> </ul>	<ul style="list-style-type: none"> <li>• Membership with Orthoptics Australia.</li> </ul>

<p>responsibility for completing nominated duties professionally, reliably and efficiently.</p> <ul style="list-style-type: none"><li>• Ability to work under direction while maintaining professional initiative.</li><li>• Demonstrable commitment to departmental and organisational goals and objectives.</li><li>• Excellent time management and organisation skills.</li><li>• Mature and professional approach and presentation.</li><li>• Ability to adapt to varying workloads and to effectively manage multiple tasks.</li><li>• Competency with Microsoft Office applications and modern technology such as mobile phone applications.</li><li>• Maintain a “Working with Children Check” clearance and NSW or ACT driver’s licence.</li><li>• Able to manage the physical demands and inherent requirements of the job and complete the tasks and duties as stated.</li></ul>	
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