

# Position Description

<b>Position Title:</b>	Senior Podiatrist
<b>Reports to:</b>	Operations Manager HIP Specialist Clinics
<b>Department:</b>	High Risk Foot Clinic
<b>Directorate:</b>	Community Care and Mental Health
<b>Cost centre:</b>	C0014
<b>Code &amp; classification:</b>	Podiatry Grade 3 (CV9-CV12)
<b>Employment conditions:</b>	Allied Health professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2025 GV Health Policies and Procedures (and as varied from time to time)

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

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## POSITION SUMMARY

The Senior Podiatrist reports directly to the Operations Manager of the Health Independence Program (HIP) Specialist Clinics.

The Goulburn Valley High Risk Foot Service (HRFS) is an interdisciplinary specialist service for clients with chronic disease related and high-risk foot conditions. The HRFS aims to reduce avoidable hospital presentations and admissions, thereby promoting health independence and wellness. Clients attending the HRFS constitute the target group for the Health Independence Program's Complex Care client cohort. These clients usually present with complex co-morbidities requiring management by a team of health professionals. The team works within an interdisciplinary model and provides an integrated and collaborative approach to service delivery and care planning. The Senior Podiatrist will provide specialist clinical interventions and, in conjunction with other podiatry staff members, will coordinate the day to day operation of the HRFS. The role ensures appropriate allocation of resources and linkages to required specialities for each client. Specialist clinical podiatry care will include both recommending and ordering of diagnostic tests, and interpreting results within the context of the client's over-all health, in order to make clinical recommendations and provide appropriate clinical care.

The Senior Podiatrist will provide clinical governance, clinical supervision and mentoring to grade 1 and grade 2 podiatrists employed at GV Health and will ensure that each podiatrist is working within their scope of practice. The Senior Podiatrist will be responsible for promoting evidence-based best clinical practice within the podiatry team and will support quality improvement and research projects undertaken.

This position, amongst others, is responsible for promoting GV Health as a quality regional health service provider.

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to**

- Provide specialist podiatry clinical expertise to complex care and HRFS clients
  - Coordinate the HRFS at GV Health through clinical leadership and service planning
  - Monitor and review clinical processes to ensure best practice is achieved through care planning and case review
  - Lead HRFS care planning within a person-centred framework and ensure service delivery occurs in line with the GV Health Integrated Service Delivery model
  - Work independently within available resources and timeframes and promote an interdisciplinary team environment
  - Maintain open and effective channels of communication with clients and their carers, professional colleagues, the health care team and external providers
  - Provide mentoring and clinical supervision for Grade 1 and 2 podiatrists
  - Provide supervision of and direction for Team Assistants, and undergraduate students on clinical placement.
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## **KEY SELECTION CRITERIA**

### **Formal Qualification(s) and Required Registration(s):**

- Tertiary qualification in Podiatry including current registration with AHPRA as a podiatrist and eligibility for membership of the Podiatry Association of Australia

### **Essential:**

- Post graduate qualifications in the area of the high-risk foot or be working towards same and a minimum of 7 years post graduate clinical experience with specialist knowledge of the high-risk foot as it relates to chronic and complex health conditions.
- Comprehensive knowledge of podiatric clinical practice across the care continuum and management of the high-risk foot in the subacute ambulatory care setting.
- Well-developed interpersonal skills with the ability to work effectively and collaboratively within an interdisciplinary team environment.
- An ability to work collaboratively as a senior practitioner within a multidisciplinary team environment including experience in the provision of supervision to peer and junior staff.
- Demonstrated ability to work independently and prioritise and manage a diverse caseload; Sound written and verbal communication skills, including computer literacy and an ability to produce high level reports.

### **Desirable:**

- Experience working with frail older people, people with complex and chronic conditions and their carers, and people living in rural communities.
  - Knowledge of delivering services to people from culturally diverse backgrounds
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## **KEY PERFORMANCE INDICATORS**

### **Your performance will be measured through your successful:**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;

- Development and maintaining of collaborative relationships with all other teams and professionals;
- Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Registration is maintained and working within scope of practice
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process
- Ensure Podiatrists working across GV Health services are competent and work within defined scope of practice
- Complete podiatry initiated quality improvement activities annually and achieve and maintaining national accreditation as a HRFS
- Lead and facilitate development of HRFS across the across the Hume catchment
- Submit required data in a timely manner

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#### **AT GV HEALTH ALL STAFF ARE REQUIRED TO**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
  - Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
  - Development and maintaining of collaborative relationships with all other teams and professionals;
  - This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
  - Maintain a safe working environment for yourself, your colleagues and members of the public;
  - Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
  - Contribute to organisational quality and safety initiatives;
  - Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
  - Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
  - Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
  - Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
  - Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
  - Comply with the principles of patient and family centred care;
  - Not smoke or vape on GV Health premises;
  - Comply with immunisation requirements as per the Department of Health Victoria;
  - Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements
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#### ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Community Care and Mental Health	Operations Manager HIP Specialist Clinics
Reviewed by:	Angela Burns
Issue Date:	July 2025

## ABOUT US

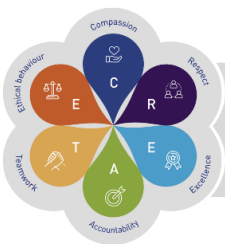
Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



COMPASSION  
RESPECT

EXCELLENCE  
ACCOUNTABILITY

TEAMWORK  
ETHICAL BEHAVIOUR

GV Health Vision and Values: [Values and Vision - GV Health](#)

## OUR STRATEGIC PLAN

**The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:**

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

## FOR MORE INFORMATION

**Application tips:** [Application Tips - GV Health](#)

**GV Health:** <https://www.gvhealth.org.au/about/>

**Child Safety and Wellbeing:** [Child Safety and Wellbeing - GV Health](#)

**Living in Goulburn Valley:** [Goulburn | Regional Living Victoria](#)

**GV Community Connector:** [Community Connector Program for Businesses](#)