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| **INSTRUCTIONS – Please read** |
| 1. **Address and complete each response to the Key Selection Criteria to fully demonstrate your experience, the situation, action and outcome**
2. **Complete all required fields**
3. **Complete check boxes and include required documents to ensure your application proceeds to short listing (incomplete applications will not be considered for interview**)
4. **Include three referees who can attest to your suitability to the position**
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| **Applicant details**  |
| **Applicant family name** |  |
| **Applicant given name** |  |
| **Preferred contact number** |  | **Alternative contact number** |  |
| **Address** |  |
| **Referee list** |
| **Referee 1 details** |
| Name |  |
| Position title |  |
| Organisation |  |
| Contact number |  |
| Relationship to applicant | [ ] Manager/supervisor [ ]  Colleague [ ]  Personal |
| Time of relationship to applicant | [ ]  Current [ ]  Previous | Number of years |  |
| **Referee 2 details** |
| Name |  |
| Position title |  |
| Organisation |  |
| Contact number |  |
| Relationship to applicant | [ ]  Manager/supervisor [ ]  Colleague [ ]  Personal |
| Time of relationship to applicant | [ ]  Current [ ]  Previous | Number of years |  |
| **Referee 3 details** |
| Name |  |
| Position title |  |
| Organisation |  |
| Contact number |  |
| Relationship to applicant | [ ]  Manager/supervisor [ ]  Colleague [ ]  Personal |
| Time of relationship to applicant | [ ]  Current [ ]  Previous | Number of years |  |
| **Application attachment checklist** |
|[ ]  Resume/CV |[ ]  Completed Key Selection Criteria Form |
|[ ]  Copy of qualifications  |[ ]  \*\*Colour copy of Working with Children Check |
|[ ]  \*\*Police check (less than 3 months old) |[ ]  \*\*NDIS Worker Screening Check |
| \*\* Not essential for application (attach if available) - may be applied for if the preferred applicant after interview  |

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| **APPLICANT NAME** |  |
| **Visa details (if applicable)** |
| Visa type & number |   | Sponsorship required? | [ ] YES [ ]  No |
| Hours required to work weekly for visa |  | Other restrictions |  |
| **Key selection criteria**  |
| **Qualifications** |
| ***Bachelor qualifications in either counselling, social work or psychology.*** |
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| **Mandatory** |
| ***Proven counselling experience and knowledge of therapeutic interventions.*** |
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| ***Membership with ACA, AASW, AHPRA etc.*** |
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| ***Resilience to work with people with a range of complex needs and mental health issues.*** |
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| **Desirable** |
| ***Demonstrated experience in client centred practise within trauma informed care, complex assessment processes and/or collaborative shared care planning.*** |
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| ***Demonstrated experience in specific counselling interventions for a range of mental health issues including depression, anxiety, trauma, grief and loss.*** |
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| ***Certificate of attendance in Cultural Awareness training.*** |
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