|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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** | | | | | | | | | |
| **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.*** | | | | | |
|  | | | | | |
| **Mandatory** | | | | | |
| ***Proven counselling experience and knowledge of therapeutic interventions.*** | | | | | |
|  | | | | | |
| ***Membership with ACA, AASW, AHPRA etc.*** | | | | | |
|  | | | | | |
| ***Resilience to work with people with a range of complex needs and mental health issues.*** | | | | | |
|  | | | | | |
| **Desirable** | | | | | |
| ***Demonstrated experience in client centred practise within trauma informed care, complex assessment processes and/or collaborative shared care planning.*** | | | | | |
|  | | | | | |
| ***Demonstrated experience in specific counselling interventions for a range of mental health issues including depression, anxiety, trauma, grief and loss.*** | | | | | |
|  | | | | | |
| ***Certificate of attendance in Cultural Awareness training.*** | | | | | |
|  | | | | | |