Position Description

This position description is available in large print and other accessible formats upon request.

Position Title	Clinical Psychology Supervisor
Directorate / Service / Program	Outcomes and Strategic Engagement / Research
Reports to	Executive Director Outcomes & Strategic Engagement
Location	Geelong
Classification	Social, Community, Home Care and Disability Services Industry Award Level 8
Date Revised	March 2026

About Us

We are Meli, inspired by the word Meliorism. The belief that the world can be made better through human effort.

Meli is a Victorian not-for-profit organisation, offering a unique combination of services to support members of our community throughout their lifetime, from early childhood through to adolescence and adulthood.

Everyone faces challenges occasionally, and Meli is here to lend compassionate help, and to take a preventative and early response approach – no matter how big or small a problem.

Our Purpose: Supporting people, strengthening communities.

Our Vision: A fair, safe and inclusive community where everyone can thrive.

Our Values: Build Connection, Show Courage, Inspire Action, Celebrate Difference, Be Dynamic.

To learn more about Meli please visit our website www.meli.org.au

Position Overview

This position is responsible for providing quality supervision and education to clinical psychology trainees within the Meli – Deakin University partnership, and the delivery of psychological services across relevant Meli services.

The role involves engaging with Meli employees and other health professionals for secondary consults, working closely with the Manager of Research at Meli and the Course Director of Deakin University School of Psychology Clinical Programs, to meet the Masters and Doctoral course requirements alongside the needs of Meli service delivery.

Key Accountabilities

Duties of this position may include, but are not limited to the following:

Service Excellence and application of specialist knowledge & skills:

- Provide clinical services within the Model of Care and in service of student and professional learning.
- Manage day-to-day operations of clinical practice, including allocation of caseload and critical incidents as required. • Contribute to the implementation of professional standards, including around clinical practice, supervision and professional development for psychology students with Meli.
- Assist in the development and implementation of research and evaluation activities within the Assessment Clinic.

Collaboration and engagement:

- Nurture a positive and stimulating team environment, characterised by cooperation and willingness to work toward organisational objectives.
- Engage and facilitate professional development with respect to best practice in trauma informed psychological assessment and intervention.
- Manage and communicate effectively with both Meli and Deakin interest-holders.

Clinical Supervision:

- Provide individual and group clinical supervision to students on placement, as part of the supervisory team and collaboration with Deakin University.
- Monitor governance of student practice.
- Provide feedback on student outcomes to enhance curriculum development and teaching.
- Provide secondary consultation and mentoring to Meli staff as appropriate.

Sustainability:

- Allocate resources effectively and efficiently in accordance with delegated authority and provide financial analysis and reporting as required.
- Support key organisational projects, the work of the Meli Research, as well as Practice, Evaluations and Outcomes teams, and client participation.
- Build relationships with relevant organisations, peak bodies and relevant institution/s to support best practice at Meli.

Organisational Accountabilities:

- Other reasonable duties as directed
- Apply Meli's quality and risk management frameworks
- Understand and comply with the standards of a child safe organisation in both practice and culture
- Active involvement in professional development to build knowledge and skills
- Make decisions following Meli and Deakin organisational values, and the relevant

standards, practices, policies, procedures, regulations, industrial instruments and legislation.

Qualifications, Skills, and Experience

- Registration as Psychologist or Neuropsychologist in Australia with AHPRA
- Hold or eligible for an Area of Practice Endorsement (e.g. Clinical)
- Registered as an approved supervisor with the Psychology Board of Australia
- Demonstrated experience conducting psychological and cognitive assessments across multi-disciplinary health settings, including for young people and adults.
- Demonstrated experience supervising and/or teaching provisional psychologists in professional psychology.
- Excellent interpersonal skills and proven ability to establish good working relationships with colleagues.
- Highly organised with strong written communication and report writing skills.
- Ability to deliver constructive feedback that supports student development in a timely manner.

Other requirements of the role

All employees must undergo and maintain a range of satisfactory checks as a condition of employment. These include:

- Working with Children Check
- National Coordinated Criminal History Check (NCCHC)
- International Police Check (if required)
- Have the right to work in Australia

Key Stakeholders

- Meli employees
- Deakin University School of Psychology

Physical requirements & Environmental Conditions of the role

Meli is committed to creating inclusive spaces that are accessible for everyone by reducing and/or removing barriers through reasonable adjustments.

The following table shows the physical and psychological work environment characteristics that have been identified as part of this role. Where possible, Meli will make reasonable adjustments to support individuals to succeed in their roles.

Required Activities / Working Environment	Frequency
Computer based tasks, sedentary position, office based	Often
Repetitive manual tasks	Rarely
Working in buildings which may have stairs *(Reasonable adjustments can be made)*	Sometimes
Driving, in & out of vehicles (*If driving is required, must hold current Victorian Driver Licence)*	Sometimes
Bending, lifting, pushing, pulling	Rarely
Working alone or at a co-located site	Sometimes
Confrontational/confronting situations (Due to the nature of our work, there may be times when staff are exposed to content, behaviour, language and/or situations that can be confronting)	Rarely
Working outside in differing weather conditions	Rarely
Working on-call and/or after hours	N/A
Attending external locations including client homes	Often

Inclusion Statement

Meli is committed to being a place where everyone has a sense of belonging.

We embrace the unique perspectives and experience of our people and our community, and their voice is at the heart of our values and decision making.

We aim to be courageous as we learn, grow, and evolve as an accessible, inclusive and safe organisation for people of all identities.

We are working to create a team of people who reflect the diverse community we support. Aboriginal and Torres Strait Islander, LGBTQIA+, culturally diverse people, those living with a disability, and those looking to return to the workforce following a break in their career, are encouraged to apply for our roles.

Child Safety Statement

Meli is committed to child safety in every aspect of the organisation. We take deliberate steps to protect children from physical, sexual, emotional, and psychological abuse and neglect. Our organisation fosters openness to create a culture in which everyone – staff, parents, carers, and children – feel confident, enabled, and supported to safely disclose child safety or wellbeing concerns.

We have zero tolerance of any abuse or maltreatment of children. We are committed to ensuring children and young people are able to actively participate in decisions that affect their lives.

We understand our legal and moral obligations to treat any child safety concerns seriously. We report any allegations and wellbeing concerns to authorities. We are committed to the cultural safety of all children and young people. This includes providing a safe environment for children and young people with a disability, who are Aboriginal and Torres Strait Islander, from culturally and/or linguistically diverse backgrounds or who identify as LGBTQIA+,

Meli's policies and practices promote the safety and wellbeing of children and establish an effective, consistent approach to prevent, respond to and encourage the reporting of allegations of child abuse and harm.

All children, their families and carers should feel welcome at Meli, including feeling able to express their identity and raise concerns about their own or others' safety.

Employee Declaration

I have read and understood this Position Description and in signing this document agree that I can fulfill all the requirements of the position described in this document. Additionally, I agree to notify management immediately of any change in my capacity to meet any of the requirements outlined in this Position Description.

Name:	**Signature:**	**Date:**

Note: The intention of the position description is to provide an outline of scope and responsibilities, at a point in time. Please note, responsibilities may evolve in accordance with organisational needs.