

VACANCY

Senior Review Officer

Clerk Grade 9/10, Community Services Division

Human Services Branch

NSW Ombudsman

Role No: CFR 17/21

Salary Range: \$105,409 - \$116,157 pa - total remuneration package up to \$128,750 pa (package includes salary, employer superannuation and annual leave loading)

Role: The Senior Review Officer (SRO) is a senior member of a team which carries out the work of the Ombudsman in reviewing 'reviewable' deaths of children, and which supports and assists the work of the NSW Child Death Review Team. The SRO undertakes reviews of the deaths of children, prepares reports and correspondence, provides support and advice to review staff, assists with the preparation of statutory and other reports. The SRO has primary responsibility for complex reviews, and may conduct investigations. The SRO may directly supervise review officers.

Targeted Questions: These are to be answered in a maximum of 2 pages (including covering letter)

1. A major part of the role is to review the deaths of children. This involves:
 - a. review of information from various sources (including health and other agency records, and Coronial records) to develop a clear analysis of the circumstances of a child's death and relevant background of the child and their family
 - b. identify from that analysis whether any issues arise that indicate opportunities for prevention or service improvement at both an individual and systems level
 - c. document all relevant information, including:
 - i. a case narrative
 - ii. where warranted, a brief to recommend specific action under our child death review or other powers.

Please detail how your skills and experience demonstrate your capabilities to perform this role.

2. Provide an example of a significant matter that you had responsibility for that required you to influence the decisions of senior staff and/or take a lead role in progressing the matter.

Please explain how you managed the situation and the strategies you used to ensure a positive outcome.

Knowledge Test: (maximum 2 pages)

1. The work of a Senior Review Officer is diverse and requires the position holder to develop an understanding of policy, regulation and service provision in a broad range of areas, including child protection, childhood injury, illness and disease and adolescent mental health. Describe what knowledge and expertise you would bring to one or more of these areas.

Notes:

- On line applications must consist of:
 - covering letter highlighting your claims for the role which includes your answers to the two targeted questions (maximum 2 pages)
 - response to the job knowledge test (maximum 2 pages)
 - resume outlining your skills, knowledge and experience as relevant to this role.
- The assessment process will be conducted by a standard panel assessment process.
- One temporary role is currently available for a period of up to one (1) year.
- A talent pool may be created for future temporary and/or ongoing employment.
- Short listed candidates will be subject to security and other vetting processes.
- Successful candidate must already have a WWCC clearance number or have submitted an application for a WWCC clearance prior to commencing employment.
- Only applications that are submitted through iworkfor.nsw.gov.au will be accepted.
- Late applications will not be accepted.

Additional Information is available at the following links

[Role Description](#)

[Application and Referee Nomination Form](#)

[Applying for a role in the NSW Public Service](#)

[NSW Ombudsman Website](#)

[Public Service Commission Employment Portal](#)

[Child Death Reviews Fact Sheet](#)

Closing date: Wednesday 23 August 2017

Inquiries: Julie Withers (02) 9286 0926