



POSITION DESCRIPTION

POSITION DETAILS	
PD Number	PD005CS
POSITION TITLE:	Exercise Physiologist (EP)
REPORTS TO:	Team Leader- Allied Health
DIRECT REPORTS:	Allied Health Assistants
GRADE	Health Professional and Support Services Award Level 3
HOURS:	As per contract
BUSINESS UNIT/LOCATION	Refer to contract, either ACT/Queanbeyan or Wollongong/Illawarra/Shoalhaven area, including client homes and various community settings.
ROLE PURPOSE	<p>This position delivers exercise physiology services to multicultural seniors including those under the Commonwealth Home Support Program (CHSP) and to those in receipt of a Home Care Package with the aim of improving the health and wellbeing of consumers to live safely and independently at home.</p> <p>This position is responsible for developing goal orientated client support plans to be implemented in group or individual settings with the support of Allied Health Assistants. This position will also support the delivery of light exercise activities in social support group settings.</p>

POSITION TASKS AND RESPONSIBILITIES
<p>The employee's responsibilities include but are not limited to:</p> <p>Sustainability</p> <ul style="list-style-type: none"> • Collect client attendance records and fee contributions as per operational procedures. • Plan and deliver activities within allocated budget. • Build and maintain positive working relationships with service users, participants, and carers. • Develop and operationalise service-system efficiencies, in conjunction with the Team Leader. • Work as part of a team to help promote MCCI's services to CALD communities, consumers, and carers. <p>Community Reach</p> <ul style="list-style-type: none"> • Identify clients in need of additional assistance or services, and work with Care Coordinators and Care Advisers to refer clients for appropriate supports. • Support CHSP clients who require Home Care Package Services with information and referral to My Aged Care. • Support initiatives across MCCI to increase the number of clients participating in the program. • Develop, coordinate, and disseminate relevant information resources to achieve program aims.

Consumer Satisfaction and Impact

- Provide an efficient, high level of customer service for actual and potential clients and referrers.
- Ensure efficient and effective client intake in line with client needs and guidelines.
- Work with staff, consumers and, where appropriate carers, families and other stakeholders to develop evidence based, client centered, goal orientated support plans.
- Ensure that all services are delivered in accordance with consumer’s support plans.
- Ensure support plans are reviewed and modified as required to enhance or achieve client goals.
- Work actively with Team Leader- Allied Health to monitor feedback and customer satisfaction.

People and Culture

- Maintaining a commitment to ongoing personal development and education in line with organisational and ESSA requirements.
- Supervise, support, guide and mentor Allied Health Assistants to ensure they are delivering high quality services.
- Contribute to a cohesive high performance team environment and positive workplace culture.
- Develop and maintain effective relationships with internal stakeholders.
- Work effectively with other MCCI departments as opportunities arise.
- Work with multidisciplinary team.
- Collaborate across locations.
- Attendance at regular staff & team meetings as required.
- Implement strategies to ensure a safe work environment and work according to MCCI’s WHS safety procedures.
- Perform any other required duties as instructed by the Team Leader - Allied Health or Regional Care Services Manager.

Service Delivery and Quality

- Ensure client information in Alayacare CRM is up to date, accurate and useful in line with record keeping requirements.
- Identify and implement system improvements.
- Handle complaints and incidents in line with MCCI policy.
- Undertake internal audits and monitor compliance with relevant policies, codes, industry standards and legal requirements for the service.
- Participate in the completion of quality reviews and accreditations.
- Ensure that services are implemented in accordance with MCCI policy and procedures.
- Provide prompt and accurate responses to all enquiries and requests from management, staff, clients, carers, funding bodies and other relevant stakeholders.
- Maintain relevant registrations and accreditations.
- Other duties as required.

Role requirements

Values and Behaviours

- Diversity – We believe in and celebrate an inclusive and culturally diverse society.
- Respect – We value the contributions of all people and uphold the dignity of others.
- Integrity – We always act in an open, honest, ethical and courageous way.

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	<ul style="list-style-type: none"> • Empowerment – We advocate and actively support others to realise their aspirations and goals. • Collaboration – We work cooperatively with others who share our vision, values and purpose. • Hope – We are inspired by the potential that change can bring to our community. 	
Underlying characteristics	<ul style="list-style-type: none"> • Excellent written and verbal communication skills and the ability to relate to and gain buy-in, cooperation and support from a broad range of stakeholders. • Excellent time management and the ability to handle multiple tasks simultaneously in a fast-paced environment. • Desire to achieve excellent results, a thirst for knowledge and constantly seeking ways to improve service delivery, safety and quality. • Demonstrates attention to detail, accuracy and thoroughness in work produced. • Self-directed and autonomous, requiring minimal supervision. 	
Experience Requirements	<ul style="list-style-type: none"> • Minimum of 1 year post graduate experience. • Demonstrated experience in developing and delivering individual and group-based Exercise Programs in line with Support Plans. • Strong knowledge of, and prior experience working people over 65 from diverse backgrounds. • Experience working with client management systems, including data management and reporting. • Experience in working with minimal supervision with agreed objectives. 	
Qualification Requirements	<ul style="list-style-type: none"> • Accredited Exercise Physiologist with ESSA. 	
Licence/s & Checks	<ul style="list-style-type: none"> • Own transportation to commute to work and between client’s homes or to other offices, within region for work related meetings etc. • Appropriate licence for transportation e.g. Class C licence. • Comprehensive car insurance and registration if using car for work. • Vaccinations as per MCCI policy. • Valid Police History Check. • Eligibility to work in Australia. • Current WWVP card (ACT only). 	
Employee Print Name:		
Employee’s Signature:		Date:

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