

Role Description

Senior Injury Management Consultant

Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.

20451

Content

Manager No.

17/10462

Work Unit

People Branch

People, Information and Communication Services Division

Location

Various locations throughout the State

Classification

AO6 Qld Public Service Officers and Other Employees Award - State 2015
36 ¼ hour week

Your employer

The Department of Education (DoE) is committed to giving all children a great start, engaging young people in learning, creating safe and inclusive workplaces and investing in communities for a stronger Queensland.

Our human rights commitment is to create a stronger, fairer Queensland by respecting, protecting and promoting human rights in everything we do. Our objectives are: A great start for all children, Every student succeeding, Building Queensland communities, Safe and capable people delivering our vision, Fair and safe workplaces and communities. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at www.qed.qld.gov.au

Your opportunity

As the Senior Injury Management Consultant, you will:

- Provide leadership in the area of injury management, including effective and timely advice and consultancy services to regional offices and schools to effect improvements in health, safety and wellbeing performance.
- Provide injury management case management services to selected employees in line with departmental priorities.

The Senior Injury Management Consultant reports to the Principal Human Resources Consultant and Director, HR Business Partnering and has a professional working relationship with the Organisational Safety and Wellbeing Team in Central Office.

Your role

Appointments in the public sector are merit-based and will be assessed by looking at what you have done previously—the knowledge, skills and experience you have built, your potential for development, and your personal qualities.

Responsibilities include:

- Provide leadership, guidance and advice to regions and schools on injury management to effect improvements in health, safety and wellbeing performance. This includes - WorkCover claims management (including claims lodgement, investigations, Q-COMP reviews and Q-COMP appeals), QSuper claims management, Health Related Absence Management, Workplace Rehabilitation, Medical Deployment, Ill Health Retirement, Reasonable Adjustment.
- Provide functional and line management to claims officers.
- Identify and implement injury management strategies to improve health, safety and wellbeing performance.



- Monitor injury management data for regional offices and schools to identify trends and develop reports, to inform central office and regional office management of issues to be addressed to improve health, safety and wellbeing performance.
- Develop, implement and manage appropriate systems for the effective delivery of injury management within a region.
- Establish a framework for coordinating and coaching school-based Rehabilitation and Return to Work Coordinators.
- Develop, implement and deliver injury management training to school and regional office employees.
- Monitor compliance with legislation and departmental policy, e.g. all workplaces have a Rehabilitation and Return to Work Coordinator allocated to them and all workplace rehabilitation case management practices comply with departmental policies and the standard for rehabilitation as set out in *Workers' Compensation and Rehabilitation Regulation 2014*.
- Undertake selected case management of injured or ill employees for an allocated region, in accordance with departmental priorities.
- Contribute to the development, documentation and implementation of injury management policies, procedures and strategies.

Other responsibilities (as required)

- Other suitable duties, consistent with the duties and responsibilities of the position as directed by the supervisor or nominated delegate.

Competencies – How you may be assessed

[Leadership Competencies for Queensland](#) describes what highly effective, everyday leadership looks like in the public sector. In simple, action-oriented language, it provides a common understanding of the foundations for success across all of our roles within the department.

Vision:

- Leads strategically – thinks critically and acts on the broader purpose of the system.
- Stimulates ideas and innovation – gathers insights and embraces new ideas and innovation to inform future practice.
- Leads change in complex environments – embraces change and leads with focus and optimism in an environment of complexity and ambiguity.
- Makes insightful decisions – makes considered, ethical and courageous decisions based on insight into the broader context.

Results:

- Develops and mobilises talent – strengthens and mobilises the unique talents and capabilities of the workforce
- Builds enduring relationships – builds and sustains relationships to enable the collaborative delivery of customer-focused outcomes.
- Inspires others – inspires others by driving clarity, engagement and a sense of purpose.
- Drives accountability and outcomes – demonstrates accountability for the execution and quality of results through professionalism persistence and transparency.

Accountability:

- Fosters healthy and inclusive workplaces – fosters an inclusive workplace where health, safety and wellbeing is promoted and prioritised.
- Pursues continuous growth – pursues opportunities for growth through agile learning and development of self-awareness.
- Demonstrates sound governance – maintains a high standard of practice through governance and risk management.

Additional information

- This role description works in conjunction with the Candidate Information Package.