



The GEO Group Australia Pty Ltd.

## POSITION DESCRIPTION

<b>Position Title</b>	<b>REHABILITATION AND REINTEGRATION MANAGER</b>
<b>Reference Number</b>	PD025
<b>Department</b>	REHABILITATION AND REINTEGRATION
<b>Position Reports To</b>	GENERAL MANAGER
<b>Positions Reporting To This Role</b>	SENIOR REHABILITATION & REINTEGRATION COORDINATOR, SENIOR PSYCHOLOGIST, REINTEGRATION, CLASSIFICATION & PLACEMENT MANAGER
<b>Work Location And Travel</b>	This position is located at <b>Junee Correctional Centre</b> on Park Lane, Junee, NSW 2663.
<b>Operating Environment</b>	<p><b>Junee Correctional Centre</b> is located in Junee, New South Wales, 40 kilometres north-east of Wagga Wagga.</p> <p>Junee has been continually managed by GEO on behalf of Corrective Services NSW since opening in 1993. It is New South Wales' largest regional correctional centre.</p> <p>Junee's primary role is to safely and securely house up to 910 adult prisoners (or up to the capacity of available beds) and progress their sentence plans by delivering a comprehensive range of education, vocational training, reintegration and offending behaviour programs. Together, these lower a prisoner's risk of reoffending and increase the likelihood of successful community reintegration.</p> <p>The team at Junee achieves exceptionally high levels of prisoner engagement with its responsive interventions. This includes developing strategies that encourage and enable previously-marginalised prisoner groups such as Indigenous Australians and the chronically ill to participate.</p> <p>Interstate travel may be required.</p>
<b>Position Summary</b>	The Rehabilitation and Reintegration Manager is a member of Junee's Senior Leadership Team and responsible for ensuring the objectives of GEO's Continuum of Care model are met. This includes ensuring prisoners' individual risks and needs are

understood, that individual case plans are developed, evidence-based interventions facilitated, and responsive pre- and post-release reintegration services provided. The Manager is responsible for program delivery, sentence management, psychological wellbeing services, reintegration services, recreation, cultural and faith-based services.

The Rehabilitation and Reintegration Manager works collaboratively and inclusively with other Senior Managers and community providers, to ensure all services provided pre- and post-release, are innovative, evidence-based and contribute meaningfully to a reduction in recidivism.

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### Key Accountabilities

- Lead and manage a large team of staff in the delivery of rehabilitation and reintegration services across program delivery, psychological wellbeing services, education services, reintegration services, classification and placement management, recreation, cultural and faith-based services.
- Provide direct line leadership and management to the Program Coordinator, Senior Psychologist, Classification and Placement Manager, Reintegration Services Coordinator, Activities Coordinator and Cultural Advisor.
- Provide clinical leadership, expert advice and consultation to other Junee Senior Managers, GEO Directors and other stakeholders on issues related to Continuum of Care, offender rehabilitation and reintegration.
- Drive a quality assurance framework supported by clinical strategy, policy, process improvements and annual business planning.
- Assist the General Manager in the promotion of community engagement and other strategies to increase the profile of GEO and encourage involvement within the local and broader community.
- Responsible for the rehabilitation and reintegration services portfolio that includes, but is not limited to:
  - Sentence management and classification
  - Assessment and case planning
  - Psychological services
  - Delivery of inmate programs and services as contractually required by CSNSW
  - Management of GEO's contract with the external vocational and educational training provider
  - Vocational and educational services to inmates
  - Inmate employment services
  - Inmate Pastoral care services
  - Inmate library and associated resources
  - Overall planning, development and delivery of the Centre's Farm Management Plan

- Inmate reintegration services
- Cultural and faith-based services
- Inmate activities and recreational services
- Ensure collaborative working relationships between the Rehabilitation and Reintegration, Health and Custodial Services divisions in the shared delivery of operational services.
- Ensure all Psychologists maintain current professional registration (AHPRA) and ensure that any provisionally registered psychologists are appropriately supervised to the required standards of the Psychology Board of Australia.
- Prepare Monthly Rehabilitation and Reintegration Department reports for Head Office and CSNSW including performance against contractual key performance indicators.
- Ensure effective, efficient and accurate data collection, management and reporting by all staff in order to deliver on contractual requirements and performance measures.
- Oversee and assure the supervision and professional development of all Rehabilitation and Reintegration staff and the continuous improvement of the programs and services they deliver.
- Manage the budget and expenditure for the Rehabilitation and Reintegration Services Division
- Develop and maintain positive community relationships and university partnerships
- Represent GEO at relevant professional conferences and forums.
- Comply with relevant Work Health and Safety legislation and policy accepting responsibility for the health, safety and welfare of subordinates, inmates, contractors and visitors under the employee's supervision.
- Co-operate with the GEO's efforts to establish, maintain and continuously improve the GEO Environmental Management System in accordance with the requirements ISO 14001:2004, and the integration of this system with related management systems to manage quality and workplace safety.
- Ensure compliance with all Company Policies and Procedures and the Governance, Risk and Compliance Manual.
- Undertake reasonable alternate duties, as required by the General Manager.

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### Key Selection Criteria:

- Relevant post-graduate qualifications in Psychology, Social Work, Criminology or another related field. Psychologists will have full registration with the Allied Health Practitioner Regulation Agency (AHPRA) and Social Workers will be members of the Australian Association of Social Workers (AASW).
  - Minimum 5 years' experience working in a correctional, community, or related setting in a management role.
  - Demonstrated knowledge of the application of the Good Lives Model (GLM) and principles of Risk Need Responsivity (RNR) in reducing recidivism in offender populations.
  - Demonstrated knowledge of the key factors impacting positive reintegration outcomes for people exiting custody.
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- Exceptional verbal and interpersonal skills that ensure positive relationships are built and maintained with staff and stakeholders.
- Demonstrated ability to lead a multidisciplinary team, to role model positive values and behaviours, to create vision, set clear direction, and provide coaching and mentoring.
- Experience in contract management and the development and implementation of strategic plans, including budgets.
- Demonstrated ability to work under pressure and to strict deadlines to achieve prescribed outcomes.

#### Other Requirements of the Role

- Ability to work within a correctional setting, which will involve direct contact with prisoners.
- Valid and current full Australian driver's licence.
- Satisfactory completion of a National Criminal History Check.
- Ability to obtain and maintain a security clearance.
- Work outside of ordinary business hours may be required on occasion.

#### Employee Acceptance/Manager Approval

I acknowledge that the statements included in this position description are intended to reflect duties and responsibilities that I may be required to undertake and are not to be interpreted as being all inclusive.

I have read, understood and accepted the above position description and associated attachments.

EMPLOYEE'S NAME	SIGNATURE	DATE

#### Manager Approval (of Position Description)

NAME	SIGNATURE	DATE
S. Brideoake		29.09.20

Master copy lodged with HO (SMT only)

Master copy lodged with department monitor