

Position Description

Position title:	Virtual Maternity Physiotherapy Program Lead
Department:	Physiotherapy, Occupational Therapy & Speech Pathology
Classification:	Grade 3 (VB7-VC1)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026)
Reporting to:	Manager - Physiotherapy, Occupational Therapy & Speech Pathology

About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women's Hospital is Australia's first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women's health and cancer services. We advocate for women's health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women's mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women's vision, values and declaration reflect our promise to our patients and consumers and articulate our culture and commitment to our community and each other.

Our vision is '**Creating healthier futures for women and babies**'. Our values are:



Courage



Passion



Discovery



Respect

The Women's declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women's health**
- **We seek to achieve health equity**

Our commitment to inclusion

The Women's is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with disability to work with us, and we welcome anyone who identifies as linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

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About the department/unit

The Physiotherapy, Occupational Therapy and Speech Pathology Department is part of the Allied Health and Clinical Support Services Directorate and provides inpatient and outpatient services across Women's Health and Neonatal care. Physiotherapy services deliver evidence-based assessment, treatment, education and preventative care to optimise the health, wellbeing and functional outcomes of women and newborns.

The department is committed to:

- Delivering safe, high-quality and patient-centred care.
- Providing innovative, evidence-based and sustainable models of care.
- Advancing clinical practice through research, evaluation and continuous improvement.
- Supporting education, training and workforce development for current and future clinicians.

Key service areas include:

- Antenatal and postnatal physiotherapy.
- Pelvic health, continence and pelvic floor dysfunction.
- Gynaecology, oncology and menopause services.
- Chronic pelvic pain, vulval pain and sexual dysfunction services.
- Women's Alcohol and Drug Service (WADS).
- Neonatal services, including NICU, Special Care Nursery and early intervention clinics.
- Clinical education, research and service improvement.

Position purpose

This role will lead a Department of Health funded project to oversee and evaluate a virtual physiotherapy-led education/information program for Antenatal and Postnatal patients at the Women's. This Virtual Maternity Physiotherapy Program will offer expanded access to allied health, clear referral and enhanced non-surgical pathways, to improve person centred and evidence-based care. The program, comprising three group sessions, is designed to build confidence and knowledge leading into birth, support return to normal function post birth, and ensure early identification and referral for those not progressing as expected. Early identification and intervention are expected to prevent longer term persistent pain conditions.

In addition, this role will also work as part of the Women's Physiotherapy team, providing specialised physiotherapy treatment to women's health patients, including for acute and chronic conditions such as incontinence, prolapse, sexual dysfunction, vulval conditions and chronic pelvic pain. This entails both inpatient management and outpatient follow-up and primary contact. The role ensures evidenced-based practice, and a philosophy of individualised support underpins all elements of clinical care. In addition, this role consults with nursing, medical, other allied health staff, patients and their carers.

Key responsibilities

Project Activities

- Oversee and coordinate the Virtual Maternity Physiotherapy Program, ensuring that content and delivery meet the needs of consumers, clinicians and key stakeholders.
- Deliver online physiotherapy education sessions (this may include evening or weekend classes), and coordinate the program roster, ensuring that all classes are led by a suitable physiotherapist.
- Oversee the screening and triage processes for participants, to identify physiotherapy needs, red flags and referral requirements.
- Ensure referral pathways for participants requiring additional services are working effectively, and flag any concerns related to timeliness of referrals.

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- Maintain participant resources and presentation materials, ensuring all content is clinically accurate, current and consistent with relevant guidelines and best practice.
- Monitor, analyse and report on program participation, participant experience, screening tool data and evaluation outcomes.
- Use evaluation findings and stakeholder feedback to drive continuous quality improvement of the Virtual Maternity Physiotherapy Program.
- Participate in project related meetings, contributing to project reports, recommendations and presentations as required.
- Lead sustainability planning and the integration of the program into routine service delivery to ensure ongoing success of the program post June 2027.
- Undertake other duties consistent with the role, professional standards and scope of practice.

Clinical practice

- Deliver safe, evidence-based specialist pelvic floor physiotherapy services, including assessment, treatment, discharge planning and coordination of follow-up care.
- Communicate effectively with patients, families, multidisciplinary teams and external providers to support high-quality patient care and positive health outcomes.
- Maintain accurate, timely and compliant clinical documentation and written communications in accordance with organisational standards and EMR requirements.
- Provide expert clinical advice and act as a resource for healthcare professionals, while developing and maintaining effective relationships with internal and external stakeholders.
- Demonstrate culturally safe, inclusive and ethical practice in the delivery of care.
- Maintain the safe and effective use of clinical equipment and contribute to equipment planning and service improvement activities.

Leadership

- Lead the implementation, monitoring, evaluation and reporting of the Virtual Maternity Physiotherapy Program.
- Provide clinical and professional leadership within the Allied Health team, including supervision, mentoring, role modelling organisational values and supporting the Manager to achieve service objectives.
- Build effective relationships and engage with internal and external stakeholders to promote Allied Health services and influence service improvement initiatives.
- Manage complex client issues, complaints and conflict resolution in a professional and timely manner.
- Contribute to workforce development through clinical supervision, teaching and support of students and staff.

Quality, safety and improvement

- Maintain accountability for patient safety, quality and risk management and contribute to organisational quality, safety and improvement initiatives.
- Apply evidence-based practice and effective resource utilisation to support high-quality, sustainable service delivery.
- Lead and participate in service evaluation, continuous improvement activities, and the development, review and implementation of clinical procedures, guidelines and frameworks.

Learning and development

- Maintain and enhance professional knowledge and skills through continuing professional development, self-directed learning, professional networks, conferences and review of contemporary evidence.

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- Meet all professional requirements, including credentialing, scope of practice, mandatory training and participation in the annual performance development review process.
- Contribute to the advancement of physiotherapy and women's health practice through participation in research, education and implementation of evidence-based innovations.

Key Performance Indicators (KPI's)

KPIs are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

Key selection criteria

Experience/qualifications/attributes

Essential:

- Tertiary qualification in Physiotherapy recognised by AHPRA, current registration, and a postgraduate qualification in Women's Health Physiotherapy (or equivalent).
- Extensive clinical experience in the assessment and management of women with pelvic floor dysfunction, continence conditions and pregnancy-related musculoskeletal disorders.
- Demonstrated experience leading projects and service improvement initiatives, including implementation, evaluation, risk management and reporting.
- Experience in research, audit and the application of evidence-based practice to support service development and innovation.
- Demonstrated ability to develop and deliver education, supervision and support for students, staff and consumers.
- Proven ability to establish and maintain effective partnerships with healthcare providers, community organisations and other stakeholders.
- Highly developed communication, interpersonal and problem-solving skills, with the ability to influence, collaborate and work effectively within multidisciplinary teams.
- Demonstrated ability to manage competing priorities, adapt to change and work autonomously in a complex healthcare environment.
- Digital proficiency - Competence using Microsoft Office 365, electronic medical records, data management systems, business intelligence tools, and other relevant digital platforms.

Desirable:

- Extensive post-registration clinical experience, with demonstrated commitment to continuing professional development.
- Experience undertaking and disseminating research, audit and service evaluation activities, including ethics submissions, reporting and publication.
- Experience in clinical and service-level report writing and evaluation.
- Demonstrated leadership experience or a strong interest in developing leadership capabilities.
- Experience delivering group-based exercise and education programs.
- Membership of relevant professional associations, including the Australian Physiotherapy Association and Women's, Men's and Pelvic Health Physiotherapy Australia.

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Organisational relationships

Internal relationships

- Project Sponsor, Project Manager and Working Group members
- Director of Allied Health and Clinical Support Services
- Director of Allied Health Research
- Women's health multidisciplinary team members and shift team leaders
- All RWH clinical and non-clinical staff

External relationships

- Patients, visitors and their families/carers
- Other health services and external agencies that engage with our departments
- Medical staff at other medical facilities
- Universities and specialised training facilities
- Special interest groups and communities of practice
- Department of Health / Safer Care Victoria

Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	Not applicable
Sitting – remaining in a seated position to complete tasks	Frequent
Standing – remaining standing without moving about to perform tasks	Frequent
Walking – floor type even, vinyl, carpet,	Frequent
Lean forward/forward flexion from waist to complete tasks	Frequent
Trunk twisting – turning from the waist to complete tasks	Frequent
Kneeling – remaining in a kneeling position to complete tasks	Occasional
Squatting/crouching – adopting these postures to complete tasks	Occasional
Leg/foot movement to operate equipment	Occasional
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Occasional
Lifting/carrying – light lifting and carrying less than 5 kilos	Rare
– Moderate lifting and carrying 5 – 10 kilos	Occasional
– Heavy lifting and carrying – 10 – 20 kilos.	Rare
Push/pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional
– moderate push / pull forces 10 – 20 kg	Occasional
– heavy push / pull forces over 20 kg	Rare
Reaching – arm fully extended forward or raised above shoulder	Occasional
Head/neck postures – holding head in a position other than neutral (facing forward)	Rare
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers/hands	Occasional
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Not applicable
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Prolonged/constant
Hearing – use of hearing is an integral part of work performance	Prolonged/constant
Touch – use of touch is integral to most tasks completed each shift	Prolonged/constant
Psychosocial demands	Frequency
Observation skills – assessing/reviewing patients in/outpatients	Prolonged/constant

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Problem solving issues associated with clinical and non-clinical care	Frequent
Working with distressed people and families	Frequent
Dealing with aggressive and uncooperative people	Occasional
Dealing with unpredictable behaviour	Occasional
Exposure to distressing situations	Occasional

Definitions used to quantify frequency of tasks/demands as above

Prolonged/constant	70 – 100 % of time in the position
Frequent	31 – 69 % of time in the position
Occasional	16 – 30% of time in the position
Rare	1 – 15% of time in the position
Not applicable	0% of time in the position

Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.
- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.

Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

Declaration

By accepting this position description electronically, I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined.

Developed Date: September 2026

Developed by: Manager - Physiotherapy, Occupational Therapy and Speech Pathology

Date of next Review: September 2027

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