

# WORKING TOGETHER FOR BETTER ORAL HEALTH



## Lead Oral Health Therapist / Dental Therapist

<b>Title:</b> Lead Oral Health Therapist/Dental Therapist	<b>Reporting To:</b> Smile Squad Regional Coordinator
<b>Business Unit:</b> Statewide	<b>Classification:</b> Level 3
	<b>Review Date:</b> July 2025

### Position Purpose:

The Lead Oral Health Therapist / Dental Therapist, is responsible for providing Smile Squad clinical services to Government school students, supervision of University clinical placements for Bachelor of Oral Health (BOH) and dental students and mentoring and coaching for the Victorian school dental program, Smile Squad.

Utilising the principles and practices of value-based health care, this role works collaboratively with the School Dental Program Team with shared accountability for facilitating improved oral health outcomes and enhanced experience for clients and consumers.

The role will report to the Smile Squad Regional Coordinator and will be allocated to one of four regions across Victoria:

- Metropolitan Melbourne (office based in Carlton)
- Western (linked to the Barwon Hub)
- Northern (linked to the Bendigo Hub)
- Eastern (linked to the Latrobe Valley Hub)

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Regular travel and overnight stays within the designated region will be required. Occasional travel to other regions may also be requested depending on the needs of the wider program.

The role will predominantly service schools in a designated region and will have opportunities to complete administrative work from home or at a Hub when not working clinically.

Staff are required to attend face-to-face team planning days scheduled each term during the school holidays. These will be held at Dental Health Services Victoria (DHSV) in Carlton. For the remainder of school holidays, team members will be rostered to support Community Dental Agencies, support oral health promotional events or administrative work will be allocated that can be completed at home, at DHSV or one of the Hubs.

## Relationships:

<b>Reports directly</b>	Regional Coordinator (Smile Squad)
<b>Collaborates</b>	<ul style="list-style-type: none"> <li>• Director School Dental Program</li> <li>• Agency Relationship Team</li> <li>• Clinical Placement Coordinator</li> <li>• School Dental Program team</li> <li>• Oral Health Advisors</li> <li>• Chief Oral Health Officer (COHO)</li> </ul>
<b>Direct Reports</b>	Nil
<b>External Stakeholder relationships</b>	<ul style="list-style-type: none"> <li>• Community Dental Agencies</li> <li>• Government Schools</li> <li>• Universities</li> </ul>

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## **Role Accountabilities:**

### **Role Specific**

- Provide Smile Squad clinical services to students in Victorian government schools where workforce shortages exist, or agencies require additional support
- Work clinically in a school setting either utilising the portable dental equipment, or working in and operating the Smile Squad treatment van
- Work closely with the School Dental Program team and Community Dental Agency Smile Squad staff to assist them in delivering Smile Squad services.
- Liaise with schools to plan and prepare for delivery of Smile Squad services
- Facilitate the clinical education, training and supervision of BOH and Dental university students during rostered Smile Squad clinical placements
- Support Smile Squad clinical onboarding and learning and development interventions for BOH students and clinical staff in Community Dental Agencies
- Facilitate and maintain effective communication channels and relationships between the School Dental Program team and Community Dental Agencies
- Contribute to support of piloting innovation and review of service delivery as part of the continuous improvement cycle
- Self-monitor adherence to the Smile Squad model of care for Victorian public primary and secondary school students utilising the principles and practices of value-based health care
- Incorporate population health strategies into the school dental program
- Advise on competencies, curriculum and training requirements of oral health professionals to support the School Dental Program
- Establish and foster strong networks and working relationships with key internal and external stakeholders, particularly Community Dental Agencies
- Other duties as required.

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## Generic:

- Actively contribute to the implementation and continuous improvement of quality assurance programs, workplace health and safety, infection control procedures, quality and service delivery outcomes and personal professional development, including contribution and support of external accreditation process.
- Commitment to continuing personal and professional development in accordance with organizational policies and procedures and per requirements of Australian Health Practitioners Regulation Agency (AHPRA) and the Dental Board of Australia.
- Demonstrate and promote a proactive commitment to health and safety, wellbeing, and the environment by actively participating in the ongoing identification and prevention of risks
- Maintain patient privacy and confidentiality in accordance with organisational procedures and policies.
- Participate in performance review, personal development plan 'MyDevelopment' ensuring goals are signed off and reviewed
- Model behaviours that demonstrate the Victorian Public Sector and DHSV values in all aspects of work
- Maintain a commitment to child safety, equity and inclusion, and cultural safety
- Adhere to the DHSV Child Safety Framework and Code of Conduct and all other child safe policies and procedures
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## Role requirements:

### Knowledge:

#### Mandatory

- A qualified and AHPRA registered practicing Oral Health Therapist or Dental Therapist
- Expert understanding of child oral health
- Understand the principles of population health and how they apply to public oral health in Victoria
- Knowledge of the health sector and government legislation, regulations and policies

#### Desirable:

- Adult restorative scope in oral health therapy
- Post-graduate qualifications relevant to health promotion and public health policy
- Knowledge of the Titanium Unity patient management system
- Understanding of clinical governance and processes
- Leadership experience in a public health care environment
- Strong proficiency in MS Office

### Experience:

#### Mandatory

- Highly competent in clinical and evidence-based practice, specifically in pediatric clients
- Experience in health promotion and oral health education
- Experience in teaching, student supervision and mentoring
- Excellent written and interpersonal communication skills
- Strong experience in supporting peers in achieving targets and meeting key performance and behavioural indicators
- Significant experience in leading and driving change/process improvement initiatives and engaging a diverse range of stakeholders
- Experience working with people from culturally diverse backgrounds

#### Desirable:

- Worked as part of a leadership team





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suite of tools.

- Understanding of the principles of value-based health care

- Experience in community/customer engagement and co-design practice

## **Other Requirements:**

- Current Police Check
- Current Victorian driver's license
- Victorian Working With Children Check
- Victorian Radiation Use License





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## **Behavioural Competencies:**

- Planning and Organising
- Ability to work autonomously and problem solve
- Continuous Improvement
- Coaching
- Adaptability
- Care Management
- Collaboration
- Decision Making
- Initiating Action
- Managing Work
- Patient Education/Health Promotion

## **Personal Attributes:**

- Flexible and change agile
- Leads with humility
- Credible with stakeholders
- Passion for results
- Highly organized and detail focused
- Innovative
- Self-starter
- Collaborative team player
- Authentic and emotionally intelligent