

SEEKING EXPRESSIONS OF INTEREST – ACT INTERMEDIARY PANEL

- **Provision of intermediary services in the Australian Capital Territory**
- **Speech Pathologists; Psychologists; Social Workers; Occupational Therapists and other professionals with relevant skills are eligible to apply**
- **Rate of \$200 (plus GST) per hour**
- **Multiple ACT Intermediary Panel roles available.**

The ACT Human Rights Commission is seeking expressions of interest from skilled professionals to be involved in an exciting program working with criminal justice and other stakeholders to elicit the best possible evidence from vulnerable witnesses to improve justice outcomes.

The ACT Intermediary Program is based in the Victim of Crime Commissioner's team within the ACT Human Rights Commission. Intermediaries are accredited professionals and independent officers of the court. They provide specialised advice at police investigative interviews, to lawyers and at court to facilitate the giving of evidence by vulnerable witnesses. The Program receives requests for intermediaries for matters involving a variety of vulnerable witnesses including child complainants in sexual assault matters, child witnesses in homicide matters and adults with disabilities and other communication difficulties. The Program model draws on the expertise of a number of 'in-house' intermediaries and a larger ACT Intermediary Panel. We are presently seeking expressions of interest for membership of this panel.

Intermediaries are usually allied health professionals but may be other professionals who have extensive experience communicating with vulnerable people. Becoming an accredited ACT intermediary is an opportunity to make a professional contribution to the effectiveness of the ACT criminal justice system.

More information regarding the Program can be found here:
<https://www.hrc.act.gov.au/intermediaries>

About the intermediary role

Intermediaries directly facilitate the communication of vulnerable witnesses during criminal investigations and at trial. They ensure that a witness understands questions put to them and can communicate answers effectively in police interviews and court settings.

Being an intermediary is a challenging role that involves working closely with vulnerable witnesses, police, legal professionals and ACT courts. Intermediaries are often required to assess a witness's communication capabilities in short timeframes and with limited advance notice, requiring flexibility and an ability to operate under pressure.

The Program will ensure intermediaries are available at ACT courts and ACT police stations, particularly at Winchester Police Centre in Belconnen.

More information regarding the intermediary role can be found in the [Procedural Guidance Manual \(PGM\)](#).

Eligibility requirements

The following professionals are eligible to apply to become an accredited ACT Intermediary:

- Psychologists and Occupational Therapists who have full, unrestricted registration with Australian Health Practitioners Registration Agency;
- Social Workers who are members of the Australian Association of Social Workers (possessing a mental health accreditation is highly desirable);
- Speech Pathologists who are members of Speech Pathology Australia with a Practising Membership grade; and
- Other professionals (e.g., teachers with special needs experience, mental health practitioners etc.) with relevant skill sets required by the intermediary role.

Applicants must also demonstrate:

- a minimum of 3 years' experience working with people with communication and/or developmental needs including children, young people, people with a disability and older people;
- excellent interpersonal skills and emotional resilience; and
- strong written communication skills.

It is highly desirable that applicants also have experience engaging responsively with people who are disproportionately impacted by crime and trauma - particularly Aboriginal and Torres Strait Islander people and/or people from Culturally and Linguistically Diverse backgrounds. Applicants able to demonstrate their contribution(s) in these regards will be viewed favourably.

Compulsory Intermediary Training

Applicants **must** be available to attend:

- A short interview in the week commencing **18 May 2026** (via phone or online via MS Teams); and
- Intensive in-person training and assessment over **two days** scheduled for **Wednesday 3 June 2026 and Thursday 4 June 2026**. This **tier one** training will be led by the ACT Intermediary Program with modules delivered in partnership with stakeholders including ACT Policing and is **compulsory**. Successful completion and passing of assessments for **tier one** training will enable intermediaries to undertake police referrals only.

Professionals who attend the above training and successfully complete the assessment requirements may then be appointed to the Intermediary Panel. The above training and assessment activities will be provided free of charge to participants, with a nominal \$50 per day fee payable upon full-day attendance and completion.

Other important information

- The work of intermediary panel members is contracted on an hourly basis in accordance with operational needs;
- The majority of referrals made to the Program are received **during business hours on weekdays**. However, there are also matters received after business hours (after 5:00PM), on weekends and on public holidays. It is highly desirable if applicants have flexibility to meet this varied demand;
- In some circumstances, intermediaries will be required at short notice. However, it is expected that some panel members will be managing a range of professional commitments impacting their availability from time to time;
- Successful applicants must have the ability to participate in mandatory Continued Professional Development (CPD) provided free of charge by the ACT Intermediary Program;
- Intermediaries will require an ACT Working with Vulnerable People clearance and a National Police Check upon application; and
- Intermediaries will require sourcing and paying for their own insurance (indemnity and liability) to perform the role. The Program cannot provide advice regarding this.

ACT Intermediary Program – background information

On 15 June 2018, the Chief Minister and Attorney-General released the ACT Government Response to the four reports issued by the *Royal Commission into Institutional Responses to Child Sexual Abuse* (‘the Royal Commission’).

The Royal Commission found that child complainants and witnesses in sexual abuse cases face significant communication barriers when giving their evidence. The Commission recommended that states and territories establish intermediary programs to assist children’s communication of their evidence to police and courts.

In response, the ACT Government allocated funding in its 2019-20 budget to establish an Intermediary Program within the ACT Human Rights Commission which commenced operations on 31 January 2020 with ACT Police and 9 March 2020 with ACT Courts.

The ACT Intermediary Program’s objectives are to enable vulnerable witnesses to communicate their best evidence at the police interview and trial stages of the criminal justice process. The Program aims to reduce vulnerable witnesses’ trauma, increase access to justice and enhance the administration of criminal justice in the ACT by ensuring the best available evidence is before the court.

Intermediaries are officers of the court who are trained communication specialists who are impartial. An intermediary’s paramount duty is to the court and their role is to assess vulnerable witnesses’ communication and advise on how to ensure effective communication in prescribed contexts.

The Program expanded to vulnerable accused in March 2024, although this work is undertaken by the in-house intermediaries only at the moment. Work is being done to develop training and assessment to build the capacity of the panel, and further updates will be provided when available.

The Program received confirmation of ongoing funding in early 2026.

The Program has also been independently evaluated, which can be accessed on the ACT Human Rights Commission [website](#).

Expressions of Interest

Submitting an Expression of Interest: if you wish to express your interest in becoming an accredited ACT Intermediary and being appointed to the ACT Intermediary Panel, please:

- fill out an Application Form;
- write a cover letter demonstrating how you meet the position requirements;
- provide a response to the scenario included (**no more than one page in total**);
- provide a copy of your ACT Working with Vulnerable People Clearance and National Police Check; and
- provide a current resume supporting the above to:

intermediaryprogram@act.gov.au marked 'ACT Intermediary Panel – Expression of Interest' by no later than **5:00PM, Friday 15 May 2026**.

Should your Expression of Interest meet requirements, we will contact you in the week of the **18 May 2026** to arrange a short interview, after which final training and assessment information will be provided to successful applicants.

Unsuccessful applicants will be notified of the outcome of their submission by **Friday 29 May 2026**.

Contact: if you have questions regarding the information provided above or about the ACT Intermediary Panel, please contact Sarah or Roslyn, Intermediary Program Administration Officers on **0434 855 030**.

Alternatively, you can email intermediaryprogram@act.gov.au.