

Intake and Mental Health Clinician

Success Profile

As at 16/06/2025

<p>You will make a difference by</p>	<ul style="list-style-type: none"> • Delivering a dual role in intake and supporting a caseload of clients, time will be split approximately 50/50 depending on need. • Assessing client need using the IAR-DST and providing a responsive and holistic first point of contact for people seeking service. • Working closely and collaboratively with other team members in intake to facilitate referrals to internal and/or external services. • Using your clinical expertise and skills to competently deliver a range of evidence-based mental health interventions. • Using clear and concise written communication for timely documentation of notes and assessments. • Meeting the required targets for program service delivery. • Contributing to the establishment of integrated care pathways to support the delivery of IPCs mental health services. • Implementing collaborative shared care planning and treatment that respects personal recovery goals. • Contributing to quality service improvements for improved success for our teams and consumers. • Working onsite primarily at Wyndham Vale, and other locations as needed, with flexible work options available depended on client need. • Actively contributing to a positive, cohesive and supportive team culture.
<p>To succeed, you will need</p>	<ul style="list-style-type: none"> • Current registration or professional membership for Psychology (including Provisional Psychologist under supervision), Social Work, Occupational Therapy, Mental Health Nurse. (Note counsellors are not able to be considered for this role due to program credentialing requirements) • A minimum of 2 years' experience delivering mental health support to a range of diverse communities using evidence-based interventions. • Demonstrated ability to manage incoming referrals, undertaking intake and screening activities, such as bio-psycho-social assessment to effectively determine client needs and assist or refer as needed. • Demonstrated experience in delivering therapeutic care across a continuum of mental health acuity, including managing risk, and delivering holistic and trauma informed care • Exemplary skills in the management of episodes of care within program guidelines, from clinical assessment, planning and implementation to discharge

	<ul style="list-style-type: none"> • Strong computer-based skills and confidence in using systems to record notes and process referrals. • Prior expertise and training to work with children, young people and families highly desirable. • A current Victorian driver's licence and valid Working with Children's Check.
You will improve and promote One Team IPC Health by	<ul style="list-style-type: none"> • Acting with purpose, measuring our results, and celebrating achievements (<i>We make a difference</i>) • Going above and beyond, demonstrating understanding and respect for our communities and each other (<i>We are passionate</i>) • Learning, experimenting and innovating (<i>We are creative</i>)
We will contribute to your success by	<ul style="list-style-type: none"> • Providing opportunities for you to share what is important to you, your wellbeing, and what you need. • Aligning the contribution you make to IPC Health's strategy. • Guiding you in what to do, when and how to do it. • Developing your skills with regular feedback and exploring career opportunities. • Ensuring you feel fulfilled at the end of each workday. • Being committed to maintaining a barrier-free environment for all and welcoming individuals of diverse backgrounds, including but not limited to, those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and the LGBTI communities.
Key Deliverables and Measures	<ul style="list-style-type: none"> • Consistent delivery of high-quality therapeutic interventions that are safe, effective and person centred. • Delivery of the expected performance targets for the program including timeliness of response, the number of clients seen and the quality of documentation. • Contribution to a workplace culture that empowers, engages, and reflects IPC Health's purpose, mission, core values and achievement of its strategic objectives. • A strong, reciprocal, and supportive relationship with IPC's Mental Health and Wellbeing manager and with team members across the mental health and wellbeing team • Commitment to a process of continual improvement through reflection and enthusiasm about change initiatives that enhance efficiency, effectiveness, and/or the quality of care in IPCs mental health services.
Team	<ul style="list-style-type: none"> • The Mental Health and Wellbeing team comprises of a multidisciplinary group of clinicians, wellbeing coordinators and administrators working across Community Adult Counselling,

	CAREinMIND and Head to Health Programs to meet the mental health needs of people in the west of Melbourne.
Reports to	<ul style="list-style-type: none"> • IPC Health's Manager of Mental Health and Wellbeing
Key relationships	<ul style="list-style-type: none"> • The IPC Mental Health and Wellbeing Team • Manager of Mental Health and Wellbeing • General Manager Operations & Clinical Care IPC Health • Funding and referral partners including the Northwestern Melbourne Primary Health Network • The broader IPC health teams who facilitate internal referrals to the mental health programs • People seeking services and local organisations seeking referral pathways

Our Purpose

Improve quality of life for the people and communities we serve by maximising access to health and wellbeing services.

Our Values

We are passionate

We go above and beyond, demonstrating understanding and respect for our communities and each other.



We make a difference

We act with purpose, measure our results and celebrate achievements.



We are creative

We learn, experiment and innovate.

