

Employee Position Description

Position Details		
Position Title: Social Worker	Department: Youth, Family and Carer Wellbeing	Agreement: Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022
Reports To: Team Leader	Location: headspace Malvern	
Direct Reports: Nil	Employment Status: Permanent Part-time (0.9 EFT)	Classification: Social Worker Level 4, Paypoint dependent on experience
Position Primary Purpose		
<p>The focus of the Social Worker role is to provide engagement, assessment and support to young people aged 12-25 years at headspace Malvern. Initial contact with service users, focuses on engagement and creating a welcoming space, as well as gathering information in relation to the young person's presenting concerns, offering strategies and interventions, advocating and assisting with referrals to the most appropriate supports. The Social Worker will work within a multidisciplinary team to perform a variety of tasks, including supporting connection and engagement of young people, conducting developmentally appropriate biopsychosocial assessments, assessing and managing risk, and providing care coordination and brief intervention to a caseload of young people. These tasks are undertaken using a trauma-informed, family inclusive approach in accordance with headspace National practice principles.</p> <p>The Social Worker will provide a range of treatment and supports to young people, including short-term counselling, care coordination and brief intervention/single session therapy. The role will also involve liaising with a young person and/or their family members, friends, schools, external services and other professionals to help inform their care plan.</p>		

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Decision Making Authority	Key Relationships
<p>Decisions made independent of Manager</p> <ul style="list-style-type: none"> As per AccessHC Delegation of Authority 	<p>Internal</p> <ul style="list-style-type: none"> Immediate team members at headspace Malvern including mental health clinicians, peer support workers, allied health clinicians, reception, GPs, community engagement workers, senior clinicians, management and in-kind service providers headspace Hawthorn and headspace South Melbourne teams Other staff in the Mental Health and Wellbeing Portfolio <p>External</p> <ul style="list-style-type: none"> Young people and their families and friends headspace Hawthorn/Malvern Consortium partners headspace National Community agencies, schools/universities, Child Protection, youth services and other relevant agencies GPs and other health professionals Tertiary mental health services Local headspace services delivered by other organisations, including Syndal, Elsternwick and Bentleigh

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Key Accountabilities	
Focus Areas	Responsibilities
Direct Service Delivery	<ul style="list-style-type: none"> Engage with young people and families/friends with a welcoming and hopeful approach to ensure a positive experience at headspace Malvern Respond to new referrals and offering 'Connect & Engage' contacts to provide a welcoming first point of contact for young people, families, friends and referrers Conduct initial 'Support First' appointments with young people which includes assessment (including risk assessment and management) and developing a collaborative care plan with the young person to identify the options which best meet the needs of the young person Provide a 'no wrong door' response to all young people presenting for support, including working in a dual-diagnosis framework and effectively responding to young people with mental health, alcohol and other drug and other co-occurring issues Provide brief intervention, care coordination/case management and single session therapy using evidence-informed practice for young people where clinically appropriate and within scope of practice In line with the EMHSCA (Eastern Mental Health Service Coordination Alliance) Shared Care Protocol, ensure that young people are able to participate in collaborative shared care, which includes (but not limited to): participation in care team meetings, development of collaborative care plans, sharing information with care team members and involving their family/friends in their care plan where appropriate
Networks, Liaison and Partnerships	<ul style="list-style-type: none"> Actively participate and work cooperatively within the multidisciplinary team, collaborative partner organisations and with young people, family/friends, referrers and other stakeholders Develop and maintain appropriate networks and resources to enable the referral of young people to broader community services Provide secondary consultation and information sessions to the community as required Encourage links, participation and on-going involvement between young people and their extended networks Work within a systemic framework including providing psychoeducation to support systems/families so the young person can be supported in their environment Represent headspace Malvern and AccessHC on relevant networks and committees as required in a professional and respectful manner
Quality, Reporting and Clinical Governance	<ul style="list-style-type: none"> Participate in regular clinical and operational (line management) supervision as directed by the Team Leader/Manager and Senior Clinician Participate in team meetings and clinical review meetings

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Key Accountabilities	
Focus Areas	Responsibilities
	<ul style="list-style-type: none"> • Develop practice knowledge and expertise through active learning within the team, and by engaging in professional and service development activities, as outlined in the Individual Workplan and negotiated with the Manager • Ensure clinical files are maintained to a high standard and in a timely manner to facilitate good clinical management and accountability • Ensure all occasions of service, clinical outcomes and other reporting requirements are documented within required timeframes to a high standard • Comply with data collection standards as directed by the Team Leader/Manager • Participate in quality and service improvement activities to continually improve care, including service accreditation and the headspace Model Integrity Framework (hMIF) audits
AccessHC Values	<ul style="list-style-type: none"> • Through actions and behaviour, demonstrate AccessHC values of: <ul style="list-style-type: none"> – Equity – Collaboration – Respect – Quality – Innovation
Governance and Compliance	<ul style="list-style-type: none"> • Act in accordance with AccessHC's policies, procedures and code of conduct, including the Child Safety Code of Conduct and the MARAM Family Violence framework • Deliver services in accordance with the headspace National framework and the headspace Malvern Clinical and Practice Manual • Maintain updated and valid credentials in accordance with relevant legislation, professional body, registration and industry requirements as applicable to the position. • Participate in mandatory training requirements to support the delivery of a safe and effective service • Other relevant duties as negotiated with management
Workplace Health and Safety	<ul style="list-style-type: none"> • Act in accordance with health and safety policies and procedures at all times. • All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

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Selection Criteria	
<p>Mandatory selection criteria items</p> <ul style="list-style-type: none"> • Police Check • International Police Check (if lived overseas for more than twelve months in past ten years) • Working with Children Check • Driver's Licence - preferred <p>Key criteria selection items</p> <ul style="list-style-type: none"> • Relevant tertiary qualifications in social work, including eligibility for registration as a social worker with the AASW • Demonstrated experience working in youth mental health, alcohol and other drugs, community or similar health services (minimum two years' experience is preferred) • Demonstrated experience in care coordination, case management and brief intervention • Demonstrated experience and relevant training in clinical risk assessment and management (including, but not limited to, suicide risk assessment and prevention) 	<p>Attributes we value</p> <ul style="list-style-type: none"> • Genuine interest and passion working with young people • Skills in working with young people across the 12–25-year age group and understanding of relevant social and developmental stages • Strong communication and interpersonal skills • Excellent knowledge and understanding of the youth mental health and related services sector • Demonstrated ability to work creatively and respectfully with young people from a diverse range of social, cultural and ethnic backgrounds, including LGBTIQ+, culturally and linguistically diverse, and Aboriginal and Torres Strait Islander communities • Effective time management and prioritisation skills • High level of accuracy and attention to detail • Demonstrated ability to work independently and in a multidisciplinary team environment • Demonstrated behaviours consistent with AccessHC values
<p>Access Health and Community is a Child Safe Organisation that values inclusivity and diversity. We encourage applications from people with disabilities, those with lived experience of mental health, substance use and other health conditions, people from multicultural backgrounds and those with diverse genders and sexualities.</p> <p>Our vision for reconciliation is an Australia where Aboriginal and Torres Strait Islander peoples experience equitable health and social outcomes. Our Reflect Reconciliation Action Plan (RAP) will contribute to achieving reconciliation. We will seek an understanding of and acknowledging histories and injustices, support the active expression of culture, build strong, trusting relationships, and apply culturally appropriate practices within our work.</p> <p>We will work in partnership with Aboriginal and Torres Strait Islander peoples to create a welcoming and safe place for everyone at our services. We acknowledge the Wurundjeri Woi-wurrung people, who are the Traditional Owners of the land on which we work and we pay our respects to Wurundjeri Elders past, present, and future, and extend that respect to other Aboriginal and Torres Strait Islander people. We acknowledge that sovereignty was never ceded.</p>	

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Authorisations	
Employee Name: Signature: _____ Date: / /	Manager Name: Signature: _____ Date: / /

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