



## Employee Position Description

Position Details		
<b>Position Title:</b> headspace Senior Clinician	<b>Department:</b> Mental Health and AOD	<b>Agreement:</b> Psychologists, Dieticians, Audiologists and Pharmacists (Victorian Stand- Alone Community Health Services) Enterprise Agreement 2023 –2026  <b>OR</b> Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022
<b>Reports To:</b> Manager, headspace	<b>Location:</b> headspace Malvern	
<b>Direct Reports:</b> NIL	<b>Employment Status:</b> Full time, Max term contract (parental leave) February 2027	<b>Classification:</b> Psychologist Grade 3 Or SACS Level 6 (PP dependent on experience)
Position Primary Purpose		
<p>Access Health &amp; Community is the lead agency for three headspace Centers, located at Hawthorn, Malvern and South Melbourne. The leadership team comprises one manager across the three locations, with one Team Leader and Senior Clinician at each site.</p> <p>The primary role of the headspace Malvern Senior Clinician is to provide clinical leadership and supervision to a multidisciplinary team of mental health practitioners employed at headspace, as well as co-located services. As part of the leadership team, the senior clinician ensures the headspace team provides a welcoming first pointing first point of contact for young people and their family/friends seeking support. headspace operates using the Support First Model. The model is evidence based and prioritizes engagement and support at the first point of contact, timely access to treatment and proactive engagement and trust building, based on the principles of welcome, hope and empathy. The role includes a clinical case load and will play a key role in clinical review, allocation and clinical risk management.</p>		

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Supported by the headspace Team Leader and Manager, the Senior Clinician will ensure that evidence-based clinical practice standards are met and that young people accessing headspace South Melbourne receive high quality services which consider their developmental, clinical, social, family and other needs.  
 Services may be delivered in person or via telehealth. The position is based on site at headspace Malvern. This role may also involve some after-hours and off-site work

Decision Making Authority	Key Relationships
<p><b>Decisions made independent of Manager</b></p> <ul style="list-style-type: none"> <li>As per <a href="#">AccessHC Delegation of Authority</a></li> </ul>	<p><b>Internal</b></p> <ul style="list-style-type: none"> <li>Immediate team members at headspace, including mental health clinicians, peer support workers, reception, GPs, community engagement workers, management and co-located service providers</li> <li>headspace Hawthorn and South Melbourne</li> <li>Mental Health and Alcohol and Other Drug (AOD) Portfolio at AccessHC</li> </ul> <p><b>External</b></p> <ul style="list-style-type: none"> <li>Young people using headspace and their families and friends</li> <li>headspace Consortium partners</li> <li>headspace National</li> <li>South Eastern Melbourne Primary Health Network (SEMPHN)</li> <li>Community agencies, schools/universities, Child Protection, youth services and other relevant agencies</li> <li>GPs and other health professionals</li> <li>Tertiary mental health services</li> <li>Local headspace services including headspace Syndal, headspace Elsternwick and headspace Bentleigh</li> </ul>

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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
<b>Clinical Supervision &amp; Clinical Leadership</b>	<ul style="list-style-type: none"> <li>• Provide individual and group-based clinical supervision to all clinical staff at headspace. Provide clinical/field supervision and support to placement students to support workforce development</li> <li>• Support clinical staff to undertake assessment, develop and review care plans, and deliver evidence-informed treatment to young people and families</li> <li>• Provide clinical support and secondary consultation to staff, in-kind service providers and private practitioners working from headspace.</li> <li>• Assess, monitor and respond to clinical risk, including developing and implementing strengths-based safety plans with young people/families</li> <li>• Support the headspace team to ensure safe and timely response to enquiries, new referrals and bookings that focusses on welcome, hope and empathy</li> <li>• Provide clinical leadership to the team and chair relevant clinical meetings, including group supervision and case review meetings</li> <li>• Support clinicians to engage in person-centred trauma-informed treatment and work from a shared care model (engaging with GPs, health professionals and families)</li> <li>• Support the headspace Manager to ensure that headspace delivers services that meet quality and accreditation standards (including hMIF-headspace Model Integrity Framework and the National Standards for Mental Health Services) and align with the AccessHC Clinical Governance Framework</li> </ul>
<b>Direct Service Delivery: Evidence Informed Interventions</b>	<ul style="list-style-type: none"> <li>• Provide evidence-informed psychological interventions to young people aged 12-25 years seeking mental health support, in line with early intervention and headspace practice principles</li> <li>• Undertake assessment of young person's needs and collaboratively develop and review care plans</li> <li>• Provide family inclusive practice and support the team to ensure this is embedded in the service delivery model</li> <li>• Liaise with GPs to review Mental Health Care/Treatment Plans as per Medicare requirements</li> <li>• 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</li> <li>• Ensure a 'no wrong door' response is provided by headspace staff to all young people and their families and friends presenting for support, including (but not limited to) working in a dual-diagnosis framework and ensuring that young people with mental health, alcohol and other drug and other co-occurring issues feel that all their needs are welcomed by the service</li> </ul>

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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <li>• Ensure that clinical risk is assessed, monitored and managed by all team members in a proactive manner</li> <li>• Deliver individual or group therapy and case management following evidence informed practice principles to a small caseload of young people</li> <li>• Facilitate groups and information sessions to the community as required</li> </ul>
<b>Networking, Liaison and Partnerships</b>	<ul style="list-style-type: none"> <li>• Actively participate and work cooperatively within the multidisciplinary team, with partner organisations and with referrers and other key stakeholders</li> <li>• Develop and maintain appropriate networks and resources to enable the referral of young people to broader community services (e.g. housing, employment, legal etc).</li> <li>• Provide secondary consultation and information sessions to the community as required</li> <li>• Encourage links, participation and on-going involvement between young people and their extended networks</li> <li>• Work within a family-inclusive, systemic framework including providing psychoeducation to support systems/families so the young person can be supported in their environment</li> <li>• Represent headspace and AccessHC on relevant networks and committees as required in a professional and respectful manner</li> <li>• Support the headspace Manager to ensure integration between headspace Malvern, headspace Hawthorn and headspace South Melbourne and other mental health and AOD services at Access Health and Community</li> </ul>
<b>Quality, Reporting and Clinical Governance</b>	<ul style="list-style-type: none"> <li>• Participate in regular clinical and operational (line management) supervision as directed by the Manager</li> <li>• Participate and/or facilitate team meetings, intake and case review meetings</li> <li>• 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</li> <li>• Ensure clinical files are maintained to a high standard to facilitate good clinical management and accountability, and support other staff to maintain excellent clinical documentation</li> <li>• Ensure all occasions of service, clinical outcomes and other reporting requirements are documented within required timeframes to a high standard</li> <li>• Comply with data collection standards, including use of HAPI</li> <li>• Participate in quality and service improvement activities to continually improve care, including service accreditation and the headspace Model Integrity Framework (hMIF) audits</li> <li>• Support young people their families and friends to provide feedback about the service</li> </ul>
<b>AccessHC Values</b>	<ul style="list-style-type: none"> <li>• Through actions and behaviour, demonstrate AccessHC Values of: <ul style="list-style-type: none"> <li>- Equity</li> <li>- Collaboration</li> </ul> </li> </ul>

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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <li>- Respect</li> <li>- Innovation</li> <li>- Quality</li> </ul>
<b>Governance and Compliance</b>	<ul style="list-style-type: none"> <li>• 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</li> <li>• Deliver services in accordance with the headspace National framework (hMIF) and the headspace Clinical Practice Manual</li> <li>• Maintain updated and valid credentials in accordance with relevant legislation, professional body, and registration and industry requirements as applicable to the position.</li> <li>• Participate in mandatory training requirements to support the delivery of a safe and effective services</li> <li>• Other relevant duties as negotiated with management</li> </ul>
<b>Workplace Health and Safety</b>	<ul style="list-style-type: none"> <li>• Act in accordance with health and safety policies and procedures at all times.</li> <li>• 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.</li> </ul>

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## Selection Criteria

### Mandatory selection criteria items

- Police Check - Mandatory
- International Police Check (if worked overseas in the last 10 years)
- Working With Children Check
- Medicare Provider Number - Desirable
- Driver's Licence - Desirable

### Key criteria selection items

- Postgraduate qualifications in psychology and current registration with AHPRA as a Psychologist or Clinical Psychologist or Mental Health Social Worker
- Demonstrated experience in working with families and young people in mental health/AOD settings for a minimum of 5 years
- Medicare Provider Number or able to apply for Medicare provider number
- Demonstrated high level of skill in clinical risk assessment and management, including assessing for risk of suicide, self-harm and other risk domains
- Recognised qualifications/training and demonstrated experience in the provision of clinical supervision
- Registered with AHPRA as a Board-Approved Clinical Supervisor, or ability to register within first six months of employment (preferred)
- Demonstrated ability to work creatively and respectfully with people from a diverse range of social, cultural and ethnic backgrounds, including LGBTIQ+, culturally and linguistically diverse, and Aboriginal and Torres Strait Islander communities
- Proficiency in Microsoft Office and relevant software applications

### Attributes we value

- An approach that aligns with trauma-informed care principles of welcome, hope and empathy when working with young people and their family/friends
- Strong communication and interpersonal skills
- Demonstrated ability to work creatively and respectfully with people from a diverse range of social, cultural and ethnic backgrounds, including Aboriginal and Torres Strait Islanders, people from a culturally and linguistically diverse background and the LGBTQIA+ community
- Commitment to continuous quality improvement and health promotion principles
- Effective time management and prioritisation skills
- Strong analytical and problem solving skills
- Demonstrated ability to work in a team environment
- Demonstrated behaviours consistent with AccessHC values

*Access Health and Community is an equal opportunity employer committed to providing an inclusive working environment that embraces and values all people, regardless of cultural background, age, gender identity, sexuality or lived and living experience. We value the diversity and strength of Aboriginal and Torres Strait Islander cultures and are committed to delivering on our vision for reconciliation through our recruitment and employment practices.*

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Authorisations	
<b>Employee Name:</b> <b>Signature:</b> _____ <b>Date:</b> / /	<b>Manager Name:</b> <b>Signature:</b> _____ <b>Date:</b> / /

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