



## Employee Position Description

Position Details		
<b>Position Title:</b> Mental Health Clinician	<b>Department:</b> Mental Health & 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> Team Leader	<b>Location:</b> headspace Malvern	
<b>Direct Reports:</b> NIL	<b>Employment Status:</b> 0.9EFT part-time permanent	<b>Classification:</b> Psychologist Grade 2 or SACS Level 5
Position Primary Purpose		
<p>The primary role of the Mental Health Clinician is to provide assessment, brief intervention, Support First (Single Session) and therapeutic counselling to young people aged 12-25 years at headspace. This position includes supporting a caseload of young people, using evidence-based interventions and developing goals in collaboration with the young person and family.</p> <p>The Mental Health Clinician will welcome young people and their family and friends with welcome, hope and empathy, using a 'no wrong door' approach.</p> <p>The work will be supported by the multidisciplinary team and Senior Clinician to ensure a holistic approach to the young person's care.</p> <p>The Mental Health Clinician will ensure that young people seeking counselling are linked in with family, community and friendship networks, have pathways to education and workforce participation and have access to a range of support and services in relation to health, housing and developmental needs. Services may be delivered in person or via telehealth, with some services provided under the Medicare Better Access Scheme.</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.*

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Decision Making Authority	Key Relationships	
<b>Decisions made independent of Manager</b> <ul style="list-style-type: none"> <li>As per AccessHC Delegation of Authority framework</li> </ul>	<b>Internal</b> <ul style="list-style-type: none"> <li>Immediate team members at headspace including mental health clinicians, peer support workers, intake and brief intervention clinicians, reception, GPs, community engagement workers, senior clinicians, management and in-kind service providers</li> <li>headspace Hawthorn and South Melbourne teams</li> <li>Mental Health and AOD portfolio at AccessHC</li> <li>GP and medical practice</li> <li>headspace Youth advisory group</li> </ul>	<b>External</b> <ul style="list-style-type: none"> <li>young people, Family and friends</li> <li>headspace National</li> <li>GPs and other health professionals</li> <li>Aboriginal health services</li> <li>Tertiary Mental Health Services</li> <li>headspace Consortium partners</li> <li>Schools, universities, Child Protection, youth services and community groups/agencies</li> <li>Local headspace Services including Syndal, Elsternwick and Bentleigh</li> </ul>

Key Accountabilities	
Focus Areas	Responsibilities
<b>Direct Service Delivery: Evidence Informed Interventions</b>	<ul style="list-style-type: none"> <li>Undertake assessment, Support First and brief interventions where appropriate</li> <li>Provide short-medium term evidence-informed psychological interventions to young people seeking mental health support, in line with Medicare Better Access guidelines and in accordance with AccessHC Credentialing and Scope of Practice as agreed upon commencement.</li> <li>Deliver individual and group-based interventions using evidence-informed approaches such as CBT, ACT, mindfulness, solution-focused therapy, motivational interviewing or others.</li> <li>Conduct regular clinical reviews with the young person and their care team, including communicating with the GP as required under the Medicare Better Access scheme</li> <li>Assess and respond to issues relating to the four key pillars of headspace services: mental health, physical and sexual health, alcohol and other drugs, and vocation/education</li> <li>Provide a welcome, hope and empathy and no wrong door response to all young people presenting at headspace for support, including (but not limited to) working in a dual-diagnosis framework and effectively responding to young people with mental health, alcohol and other drug and other co-occurring issues</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 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 in their care plan where appropriate</li> <li>• Assess, monitor and proactively manage clinical risk</li> <li>• Provide family inclusive practice and a trauma-informed approach</li> <li>• Work collaboratively with schools, education providers, community groups and other key people in the young person's life</li> <li>• Develop and enhance life skills required for young people to lead active and participative lives.</li> </ul>
<b>Networks, Liaisons and Partnerships</b>	<ul style="list-style-type: none"> <li>• Actively participate and work cooperatively within the multidisciplinary team, collaborative partner organisations and with young people, family/friends, referrers and other stakeholders</li> <li>• Develop and maintain appropriate networks and resources to enable the referral of young people to broader community services</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 systemic framework including providing psychoeducation to support systems/families/friends 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> </ul>
<b>Quality, Reporting and Clinical Governance</b>	<ul style="list-style-type: none"> <li>• Participate in regular clinical supervision and operational (line management) supervision as directed by the Team Leader/Manager</li> <li>• Participate in 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</li> <li>• Ensure clinical files are maintained to a high standard to facilitate good clinical management and accountability, case noting within 2 business days</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 for young people, including service accreditation and the headspace Model Integrity Framework (hMIF) audits</li> </ul>

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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
<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, 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>AccessHC Values</b>	<ul style="list-style-type: none"> <li>• Through actions and behaviour, demonstrate the AccessHC values of: <ul style="list-style-type: none"> <li>○ Equity</li> <li>○ Collaboration</li> <li>○ Respect</li> <li>○ Quality</li> <li>○ Innovation</li> </ul> </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	
<p><b>Mandatory selection criteria items</b></p> <ul style="list-style-type: none"> <li>• Police Check</li> <li>• International Police Check (<i>if lived/work overseas in past 10 years</i>)</li> <li>• Working with Children Check</li> <li>• Medicare Provider Number</li> <li>• Driver's Licence – Preferred</li> </ul> <p><b>Key selection criteria items</b></p> <ul style="list-style-type: none"> <li>• Relevant tertiary qualifications in Psychology or Social Work</li> <li>• Current registration with AHPRA as a psychologist, or registration with the AASW as a Mental Health Social Worker</li> <li>• Medicare provider number</li> <li>• Demonstrated experience working in youth, mental health, alcohol and other drugs, community or similar health services (minimum two years' experience is preferred)</li> <li>• Experience and recognised training in clinical risk assessment and management (including suicide risk assessment)</li> </ul>	<p><b>Attributes we value</b></p> <ul style="list-style-type: none"> <li>• An approach that aligns with trauma-informed care principles of welcome, hope and empathy when working with young people and their family/friends</li> <li>• Genuine interest, passion and skill working with young people aged 12-25 years and their family</li> <li>• Strong communication and interpersonal skills</li> <li>• Effective time management and prioritisation skills</li> <li>• Good knowledge and understanding of the youth mental health and related services sector</li> <li>• 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</li> <li>• Demonstrated ability to work independently and in a team environment</li> <li>• Demonstrated behaviours consistent with AccessHC values</li> </ul>
<p><i>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.</i></p>	

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