



## 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> Manager headspace, Hawthorn & Malvern	<b>Location:</b> headspace Malvern	
<b>Direct Reports:</b> NIL	<b>Employment Status:</b> Part-time permanent, 0.9 EFT	<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, and therapeutic counselling to young people aged 12-25 years at headspace Malvern. This position includes supporting a caseload of young people, using individual and group-based psychological interventions. The role will also encompass Session by Session (Single Session) support.</p> <p>The Mental Health Clinician will welcome young people and their family and friends to headspace Malvern with hope and empathy, using a 'no wrong door' approach. They will undertake mental health assessments, develop goals in collaboration with the young person and work with family/friends and other professionals to coordinate care. This work will be supported by the multidisciplinary team and Senior Clinician at headspace Hawthorn to ensure a holistic approach to the young person's care. The Mental Health Clinician will ensure that young people seeking counselling are linked in with family, community and friendships 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.</p> <p>Services may be delivered in person or via telehealth. The position is based on site at headspace Malvern.</p>		

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Decision Making Authority	Key Relationships	
<p><b>Decisions made independent of Manager</b></p> <ul style="list-style-type: none"> <li>As per AccessHC Delegation of Authority framework</li> </ul>	<p><b>Internal</b></p> <ul style="list-style-type: none"> <li>headspace Hawthorn, Malvern and South Melbourne teams</li> <li>AccessHC Mental health and AOD teams</li> <li>GP and medical practice</li> <li>headspace Youth advisory group</li> </ul>	<p><b>External</b></p> <ul style="list-style-type: none"> <li>Family and friends</li> <li>headspace National and other Centres</li> <li>GPs and other health professionals</li> <li>Aboriginal health services</li> <li>Tertiary mental health services</li> <li>Consortium partners</li> <li>Schools, universities, Child Protection, youth services and community groups/agencies</li> </ul>

Key Accountabilities	
Focus Areas	Responsibilities
<p><b>Direct Service Delivery: Evidence Informed Interventions</b></p>	<ul style="list-style-type: none"> <li>Undertake initial assessments</li> <li>Deliver ‘session by session’ (single session) support 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 ‘no wrong door’ response to all young people presenting at headspace Malvern 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> <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>Assess, monitor and proactively manage clinical risk</li> <li>Provide family inclusive practice and a trauma-informed approach</li> </ul>

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Version No: 1	Last Updated: 2/9/24	Author: K.Vogel	Approved By: T. Short	Page 2 of 6
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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <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 Manager</li> <li>• Participate in team meetings, intake and case review meetings as directed by the Manager</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</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>
<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> </ul>

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<b>Version No:</b> 1	<b>Last Updated:</b> 2/9/24	<b>Author:</b> K.Vogel	<b>Approved By:</b> T. Short	Page 3 of 6
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<b>Key Accountabilities</b>	
<b>Focus Areas</b>	<b>Responsibilities</b>
	<ul style="list-style-type: none"> <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>• Medical Provider Number or able to apply for 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> <li>• Proficiency in Microsoft Office and relevant software applications</li> </ul>	<p><b>Attributes</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 and passion working with young people and their family/friends</li> <li>• Skills in working with young people across the 12-25 year age group and a range of developmental stages</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>Access Health and Community (AccessHC) is a Child Safe Organisation that values inclusivity and diversity. We encourage applications from people with disabilities, those with lived experience of mental health and/or alcohol and other drugs (AOD) challenges, and those with diverse genders and sexualities.</p> <p>At AccessHC, 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 acknowledge 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. AccessHC acknowledges the Traditional Owners of the land on which we work. We pay our respects to the Elders past, present, and future, and extend that respect to other Aboriginal and Torres Strait Islander people and we acknowledge that sovereignty was never ceded.</p> <p>As a vaccine positive organisation, we encourage COVID-19 vaccinations and require successful applicants to undergo a Working With Children Check, Police Check and potentially an International Check.</p>	

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Version No: 1	Last Updated: 2/9/24	Author: K.Vogel	Approved By: T. Short	Page 5 of 6
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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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