

Position Description

Mental Health Clinical Lead

Section A: position Details

Position title:	Clinical Lead
Employment Status:	Part-Time (.5FTE)
Classification and Salary:	\$93,994 per annum (pro rata) Health Professional Employee Level 2, Health Professionals and Support Services Award 2010
Location:	Mackay C2W Mental health Intake, Assessment and Triage Service
Hours:	Monday to Friday (times to be negotiated)
Contract details:	Maternity Leave cover - Max Term Contract until 6 th March 2021 (Applicants who may wish to increase their FTE may like to consider working as a .5 FTE Clinician.)

Organisational Context

Neami National is a community-based recovery and rehabilitation service supporting people living with mental illness and psychiatric disability to improve their health, live independently and pursue a life based on their own strengths, values and goals.

We provide services in more than 50 locations, ranging from the inner-city and suburbs to regional and remote parts of Australia.

Our vision is for full citizenship for all people living with a mental illness in Australian society. Our mission is to improve mental health and wellbeing in local communities across the country.

We believe that recovery is an individual process and that with the right kind of support everyone can live a life based on their own strengths, values and goals for the future.

We use an approach called the Collaborative Recovery Model (CRM) to support people through our services. The CRM assists individuals to identify their personal strengths and values, to set goals and then helps them make progress towards achieving them.

We acknowledge Aboriginal and/or Torres Strait Islander peoples and communities as the Traditional Custodians of the land we work on and pay our respects to Elders past, present and emerging. We recognise that their sovereignty was never ceded. Neami National is committed to cultivating inclusive environments for staff, consumers and carers. We celebrate, value and include people of all backgrounds, genders, sexualities, cultures, bodies and abilities. We are an environmentally conscious organisation and a smoke free organisation. We are a smoke free organisation.

Position Overview

The Mental Health Intake, Assessment and Triage (North Queensland) - Stepped Care Service is a new Neami service located in Cairns, Townsville and Mackay. The Clinical Lead will provide clinical oversight for and leadership of a multidisciplinary mental health team to inform and guide the delivery of high quality mental health intake, assessment and triage services for individuals in the region who experience mental health issues and are seeking support.

The Central Intake Service receives referrals from a range of sources including GP's, area mental health services and individuals. The role of the Central Intake Service is to screen referrals to determine eligibility, assess individual needs and refer individuals to the relevant service provider or community service in the area. The Central Intake Service has been funded by the North Queensland PHN as part of their Stepped Care suite of strategies. The staff team at each Central Intake Service will consist of a Service Manager, a Clinical Lead, Intake workers and Assessment and Triage clinicians. The Clinical Lead position will be expected to maintain a part time clinical caseload.

As a Clinical Lead you will have a background in and be registered in Occupational Therapy, Social Work, Mental Health Nursing and/or Psychology. At the Central Intake Service, you will lead a team of clinicians who provide clinical assessments, risk assessments and care planning and facilitate access to appropriate clinical and community services. In addition, you will work with Central Intake Service Managers to provide guidance, service coordination, planning, implementation and problem solving as well as clinical supervision to the team. You will play an active role in discipline knowledge sharing with your Neami colleagues and creating a reciprocal learning environment for staff.

As an Allied Health Worker, you will have registration with the relevant accreditation body in your field. Neami will make provision for external clinical supervision to be provided to assist with maintaining registration requirements.

Period of Employment

Max term Contract until 6th March 2021, subject to a 6-month probationary period.

Accountability

The Clinical Lead is accountable to the Service Manager in Mackay. External professional discipline supervision will be arranged by Neami.

Conditions of Employment

The Clinical Lead position is classified at Health Professional Employee Level 2, Health Professionals and Support Services Award 2010. The salary is \$93,994 per annum (pro-rata). This is an above award salary.

Core requirements prior to any offer, or commencement of employment:

- Registration history including evidence of current professional registration
- Education and training history together with certified copies of all diplomas, degrees and any post graduate qualifications (copies to be supplied at Interview)
- Details of any endorsement or accreditation by colleges, associations or societies for provision of clinical services
- Details of previous mental health care related employment
- Criminal record checks are mandatory for all new appointments. Neami National will cover the cost of an Australian check. Where a new employee has lived outside of Australia for 12 months or more within the last 10 years, the cost of an International check will be borne by the applicant (~\$129.00).
- Working with Children check required before commencement of work (employee responsibility).

- A number of benefits are available to all staff, including generous salary packaging, with rewarding NFP fringe benefit tax exemptions

Qualifications

- Social Workers – Registered member of the AASW and have AASW accreditation.
- Psychologists – General or Clinical Registration with the Australian Health Practitioner Regulation Agency (AHPRA)
- Registered Nurses – Registered and accredited with the Australian College of Mental Health Nurses
- Occupational Therapists – Registered with the Australian Association of Occupational Therapist and AHPRA

Section B: Application Procedure

To discuss the position, please contact:

Name:	Joe Petrucci
Title:	North Queensland Regional Manager
Contact Phone Number:	0429 437 495

Applications should include a CV and a Cover Letter explaining your interest in the position and working at Neami National.

To apply, please:

- Include three current referees.
- Refer to the “Job” tab on our website to submit your application.
- Ensure the files are in Word (.doc) or Adobe Reader (.pdf) format.

Closing date for applications: ***apply now, applications will close when a suitable candidate is found.***

Applicants from Aboriginal and Torres Strait Islander backgrounds and culturally & linguistically diverse backgrounds are encouraged to apply.

Please visit www.neaminational.org.au for more information on our organisation, services and other employment opportunities around Australia.

Section C: Key Responsibilities

Service Delivery

- Provide clinical oversight for and positive leadership of the mental health team, to ensure all clinicians within the team work together to achieve excellence in service delivery, within the available resources.
- Facilitate a strong clinical governance culture within the team, where each practitioner takes responsibility for their own decision making and quality improvement activities, whilst supporting the clinical governance framework of Neami. Including monitoring and evaluation to ensure Neami's internal audits and external accreditation requirements are met.
- Promote Neami's culture of practice, which is underpinned by the principles of Collaborative Recovery. Ensure that a consumer-centred approach is used in the provision of intake, assessment and referral services
- Provide services that are consistent with Neami's Clinical Governance Framework
- Work within the parameters of Neami's policies and procedures in addition to any professional codes of conduct
- Actively contribute as a team member to the delivery of integrated mental health service delivery with the aim to more effectively support consumers and promote the recovery model.
- Participate in the regular collection of service data which can then be used to evaluate outcomes and assist with the continuous improvement of the service
- Ensure incident and critical incident reporting occurs in accordance with guidelines and take part in local on-call arrangements as required
- Work and act independently within the parameters of the role, demonstrating professional autonomy and an ability to decide when it is appropriate to refer to the Service Manager, Regional Manager, or other Senior staff for guidance.

Clinical Services

Coordinating and providing clinical mental health services including:

- Assess and screen referrals using appropriate tools, policies and procedures
- Provide information about mental health and available services
- Triage and assessment of mental health referrals
- Work collaboratively with clients and their families to identify their mental health (and where appropriate, general health) needs
- Coordinate client therapeutic interventions by formulating client plans in collaboration with the client, staff and external workers and agencies, including making internal and external referrals as needed
- Determining client goals and strategies to be implemented through therapy and review as required
- Support the continuity of client care and information flow between clients, staff and external workers and agencies
- Participate in psychiatric assessment with clients where appropriate
- Provide individual clinical interventions as required.

Partnerships and Community Engagement

- Facilitate positive outcomes for consumers and carers through strong operational partnerships with public and private mental health services and other key stakeholders
- Maintain strong working partnerships in particular with the public and private Mental Health Services and primary health to ensure a collaborative approach to intake assessments and the effective operation of the Central Intake Service
- Develop and maintain strong working partnerships with local community services to facilitate collaborative delivery of services

Service Development

- Through service delivery and in collaboration with partners, staff and consumers identify service gaps and contribute to the development of appropriate solutions to address these gaps
- Actively participate in the assessment, planning, implementation and evaluation of the Service
- Ensure the service is provided in a manner which is accessible to CALD and Aboriginal and Torres Strait Islander community members, and contribute to the development and implementation of strategies to monitor, and review the level of accessibility
- Contribute to the development of policies relevant to the Neami Central Intake Service (internally and externally) in line with Neami aims and objectives and contract requirements
- Undertake projects that contribute to the overall development of the organisation as decided by the Regional Manager or other Queensland Leadership Team members

Participation within the Team

- Constructively participate in supervision, formally and informally with the Service Manager
- Constructively participate in regular external professional discipline supervision, as directed by Neami.
- Support the induction and orientation of new staff members at Neami Central Intake Service as required from time to time
- Foster a learning environment by participating in reciprocal guidance and coaching with other staff to share discipline knowledge and develop and inform your own practice by drawing on the expertise and insights of other staff
- Participate in an annual performance review
- Actively participate in reflective practice through team meetings, decision-making processes, service planning session, supervision and staff development activities
- Raise and seek to resolve any areas of conflict or dispute with other staff in an open, honest and respectful manner
- Support Neami efforts in reducing our impact on the environment and work towards a sustainable future

Relationship and Community Engagement

- Assist the Service Manager in directing the development or expansion of community engagement activities that promote good mental health and wellbeing in the community
- Timely review and approval of relevant program information, documents and marketing materials for distribution within the community
- Identify and employ strategies to develop and maintain relationships and communication with external stakeholders, referrers and governing bodies
- Sit as a member of community committees and networks as required
- Seek out and secure outreach locations for clinicians and manage relationships to ensure the longevity of these partnerships

Maintain Records and Resources

- Collect, collate and maintain data on consumer contact
- With team members collect information on community resources
- Regularly report to the Service Manager regarding achievement of work plans

Section D: Key Competencies

Creating Diverse Staff Teams

The values, skills, attributes and commitment of our staff are key to our success and reputation as a national mental health service that provides high quality support services to people living with a mental illness.

We are strongly committed to further developing and diversifying our work force as part of our strategic directions.

We celebrate multidisciplinary teams and value the rich skills and experiences brought by applicants from a range of sectors and professional backgrounds.

Further depth is brought by those from diverse cultural backgrounds, Aboriginal staff, and those with lived experiences of mental illness and recovery, all of whom are strongly encouraged to apply for any roles that match their skills and interest.

The following competency criteria will inform our selection decision:

Skills and Abilities

- Significant relevant experience and skills and/or tertiary qualifications in Occupational Therapy, Social Work, Mental Health Nursing and/or Psychology
- Eligibility for registration to practise in your professional field
- Sound knowledge and understanding of the Qld Mental Health Act 2016 and other associated legislation
- Demonstrated skills in the provision of high quality assessments and interventions to resolve or ameliorate emotional distress of consumers.
- Demonstrated ability to effectively perform in an environment of change, to be creative when problem solving and work to timelines
- Demonstrated understanding of the issues relevant to people with mental illness living in the community (including those identifying from a CALD or Aboriginal and Torres Strait Islander background) and a strong commitment to consumer rights and their participation in mental health services
- Demonstrated ability to build partnerships with government and non-government health and welfare service providers to pursue practical strategies to improve service delivery to consumers
- Demonstrated ability to contribute to service evaluation, policy and procedure reviews and other continuous improvement activities
- Ability and commitment to work in a collaborative team approach to service delivery and development, in conjunction with the management team
- Highly developed interpersonal skills, including using reflective practice principles

Experience

- Proven experience at a senior clinical level within the area of mental health service delivery
- Experience in successfully leading/coordinating a team of staff and working as a member of a multi-disciplinary team with the ability to inspire and facilitate team commitment and cooperation
- Experience working across a range of Commonwealth and State funded mental health programs and ensuring program implementation in line with funding requirements and contracts

Knowledge

- Knowledge of local services particularly relevant to designated program area
- Knowledge of Occupational Health, Safety and Welfare Act, policies and practices
- Knowledge of Equal Opportunities Legislation, policies and practices
- Knowledge of Professional Codes of Conduct and Ethics: aware of and practicing within relevant Federal and State Legislation and the relevant Professional Code of Practice, Conduct and Ethics

In addition you will need:

- Strong computer literacy
- Current Australian driver's licence