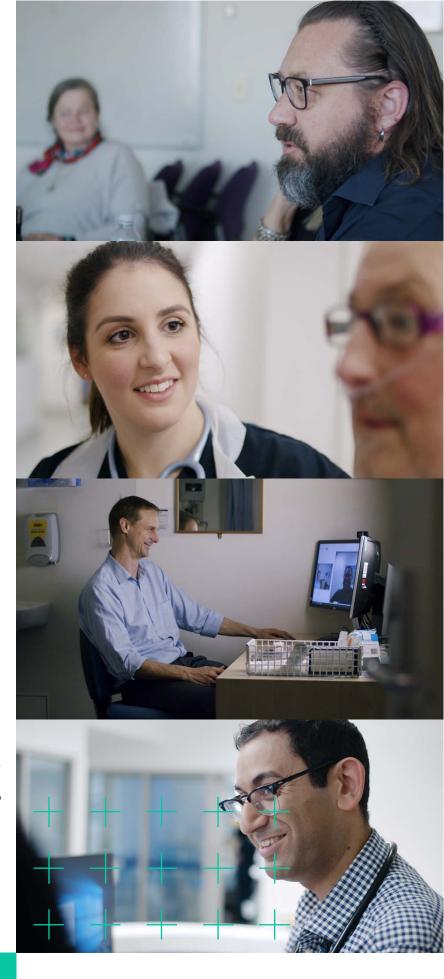
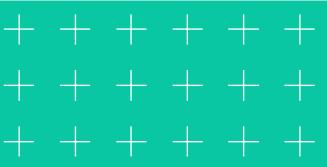


Advancing health for everyone, every day.

Join The Royal Melbourne Hospital's NorthWestern Mental Health Service





Position Description Chief Social Worker





About The Royal Melbourne Hospital

As one of Victoria's largest public health services, the Royal Melbourne Hospital (RMH) provides a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs. We are a designated state-wide provider for services including trauma, and we lead centres of excellence for tertiary services in several key specialties including neurosciences, nephrology, oncology, cardiology and virtual health.

We are surrounded by a Parkville Precinct of brilliant thinkers, and we are constantly collaborating to set new benchmarks in health excellence - benchmarks that impact across the globe. While the work we do takes us in inspiring new directions; caring for each other, our patients and consumers is as essential to who we are, as any scientific breakthrough we make.

Our people of more than 10,000 strong, embody who we are and what we stand for. We're here for when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing and for delivering excellence together, always.

Our Vision

Advancing health for everyone, every day.

The Melbourne Way

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



Lead with Kindness



Excellence Together



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit—embracing the things that make us all unique.

True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

Our Priorities

The RMH Strategic Plan: **Towards 2025 Advancing health for everyone**, **every day** is our plan for the future — one which we are committed to achieving together.

This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

- 1. Be a great place to work and a great place to receive care
- 2. Grow our Home First approach
- 3. Realise the potential of the Melbourne Biomedical Precinct
- 4. Become a digital health service
- 5. Strive for sustainability

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Position Description

Position Title: Chief Social Worker

Service: Northern Area Mental Health Service

Location: Northern Community Care Unit, Preston

Reports To: Area Manager of Northern Area Mental Health Service (NAMHS) /

North West Mental Health (NWMH) Social Worker Discipline Advisor

Enterprise Agreement: Victorian Public Mental Health Services Enterprise Agreement 2016—

2020

Classification: Chief Social Worker Grade 2 (YC57 - YC58)

Immunisation Risk Category: Category C

Date of Review: January 2021

Position Purpose

This position provides for part of the NAMHS 1.0 CSW role and therefore specific aspects of the role are negotiated and shared with the 0.6 incumbent. This position is ongoing at 0.4 EFT (2 days per week)

- In the Chief Social Work role, to share provision of supervision and professional leadership for social workers across the Northern Area Mental Health Service with the 0.6 CSW/Family Work Development Coordinator; and
- Undertake collaborative leadership with the Carer Consultant of the NAMHS Carer Participation Strategy in the promotion and systematic development of carer peer support and participation across the Northern Area Mental Health Service and with external partner agencies.

As a senior member of staff, the Chief Social Worker participates in key developmental processes within the Area, especially those related to quality, service standards, program and service development, and research. The role requires the provision of consultation, supervision and education for social work and other staff, and for community agencies and community members

Department Description

- The Northern Area Mental Health Service, (NAMHS), believes in the effective delivery of high quality psychiatric services. We are an established team that is connected, collaborative and enthusiastic to be at the forefront of progressive and remarkable initiatives. New infrastructure across the Northern suburbs is driving fresh developments and revolutionary program delivery that, in turn, is generating opportunities for career advancement and specialist skill growth.
- NAMHS delivers a range of acute and community psychiatric services to people residing in the local
 government areas of Darebin and Whittlesea. We deliver specialist clinical programs across Adult
 Community Services, Adult Acute Inpatient Service, EMH (including PACER), Consultation and
 Liaison Psychiatry Service and HOPE at the Northern Hospital, Community Care Unit and Prevention
 and Recovery Care Service (PARC). In a dynamic space that is ever changing, we pride ourselves on
 delivering a high level of quality care whilst ensuring we encourage and support development of each
 other and the service.

Key Accountabilities – Position Specific

 Ensure adherence to professional standards and ethics as outlined in the AASW Code of Ethics and the AASW Practice Standards for Mental Health Social Workers, for all social workers employed within NAMHS

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- Contribute to the management, planning and service development of NAMHS through active participation as a NAMHS Executive member
- Participate in the promotion of social work workforce initiatives in line with NAMHS & NWMH policy & service developments.
- Lead the promotion, innovation and evaluation of family work initiatives within NAMHS.
- Along with Area Manager provide supervision to the carer consultant and provide expert consultation and advice in all NAMHS activities leading to further development of the NAMHS Carer Lived Experience Workforce
- Participate in and contribute to organisational activities that promote greater understanding of the role
 of lived experience in treatment and policy development.

Key Relationships

Internal

- Area Manager
- Director of Clinical Services
- Deputy Director of Clinical Services
- Lead Consultant
- Community Team Managers
- Community Team Leaders
- Discipline Seniors
- Evaluation and Service Improvement Coordinator
- Health Information Manager
- Executive Assistant to Director Clinical Services and Area Manager
- Multidisciplinary Team
- Administration staff
- Consumers and Family/Carers
- NorthWestern Mental Health Program CAG
- NWMH Consumer Advisor

External

- NorthWestern Mental Health Executive Support Unit – Finance
- Human Resources
- Mental Health Training Development Unit
- Quality Planning and Innovation Unit
- Carers of the NAMHS Service
- Centralised Triage
- Facilities Management
- Office of Chief Psychiatrist
- Department of Health

Selection Criteria

Formal Qualification(s) & Required Registration(s):

- Social Workers:
 - An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.

Essential:

- Minimum of 10 years post qualifying SW practice, including extensive mental health social work experience
- Demonstrated expertise in establishing, coordinating, providing, and evaluating specialist social work, family/carer services, and other relevant services in a mental health setting
- Demonstrated ability to provide professional leadership including the provision of supervision and consultation to staff of a mental health service, including social workers
- Demonstrated ability to provide collaborative leadership with the Carer Consultant in the development of Carer Participation and Carer Peer Support programs
- Demonstrated commitment to Family Sensitive Practice and Evidence Based Family Interventions as core to the provision of adult mental health services

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- Demonstrated ability in providing professional development, training and education to health professionals and community organisations
- Demonstrated ability to effectively consult with consumers, carers, mental health professionals and community agencies and groups, and to develop and work effectively with complex service networks
- Highly developed interpersonal, written and verbal communication skills including information technology, interagency partnership development and project management skills
- Comprehensive knowledge of relevant legislation, policies and strategic directions relevant to mental health, family work and carer participation including the dimensions of parenting and the needs of children and young carers

Desirable:

- A current drivers license
- Ability to speak a relevant community language would be an advantage
- Experience working collaboratively with carer organizations
- Advanced clinical and /or relevant qualification desirable
- Current MAASW (Acc) or AASW Accredited Mental Health Social Worker status
- Demonstrated evidence of: AASW membership or, Annual Continuing Professional Development as outlined by AASW

Required Capabilities

The Capability Development Framework applies to all The RMH employees and describes the capabilities that are needed to meet our strategic goals.

Below is a list of capabilities and the attainment level required in this position.

Capability Name Attainment Level

Organisatio nal savvy Consolidation

Communicating effectively Mastery

Building relationships Mastery

Patient and consumer care Mastery

Working safely Consolidation

Utilising resources effectively Consolidation

Innovation, continuous improvement and patient safety

Mastery

Adaptability and resilience Mastery

Integrity and ethics Mastery

Delivering results Mastery

Analysis and judgement Mastery

Developing and managing skills and knowledge Mastery

Health, Safety and Wellbeing

The RMH aims to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors to the RMH.

RMH employees have a responsibility to:

• Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives;

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- Take reasonable care for their own safety and wellbeing and that of anyone else that could be affected by their actions;
- Speak up for the safety and wellbeing of patients, consumers, colleagues and visitors and escalate any concerns that have or could impact safety;
- Accept responsibility for ensuring the implementation of health and safety policies and procedures and cooperate with the RMH in any action it considers necessary to maintain a safe working environment which is safe and without risk.

RMH Employees in supervisory/management roles have, in addition to the above, responsibility to:

- Ensure all health, safety and wellbeing procedures are in place and maintained in their work areas;
- Ensure risk management activities are undertaken and effective risk controls are in place;
- Make sure that training needs for all employees are identified and undertaken as required;
- Ensure incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.

The RMH Key Performance Indicators

RMH employees are measured through successful:

- Demonstration of RMH values and behaviours, being a role model for living the values:
- Completion of mandatory training activities including training related to the National Standards;
- Participation in the RMH and Division/Service specific business planning process (if required);
- Achievement of RMH and portfolio specific KPI targets as they apply to areas of responsibility;
- Participation in and satisfactory feedback through the annual performance review process; and, where applicable, ensure direct reports have individual development plans including an annual review;
- Ability to provide a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Ability to operate within allocated budget (if required).

Clinical Governance Framework

RMH employees have a responsibility to deliver Safe, Timely, Effective, Person-Centred Care (STEP) by:

- Fulfilling roles and responsibilities as outlined in the Clinical Governance Framework;
- Acting in accordance with all safety, quality and improvement policies and procedures;
- Identifying and reporting risks in a proactive way in order to minimise and mitigate risk across the organisation;
- Working in partnership with consumers and patients and where applicable their carers and families;
- Complying with all relevant standards and legislative requirements:
- Complying with all clinical and/or competency standards and requirements and ensuring you operate within your scope of practice and seek help when needed.

Equal Opportunity Employer

The RMH is an equal opportunity employer. We are proud to be a workplace that champions diversity; we are committed to creating an inclusive environment for all people. Our goal is for our people to feel safe, included and supported so that they can be at their best every single day.

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Acceptance

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature	
Employee Name (please PRINT IN CAPITALS)	
Date (day/month/year)	

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