

Position Description

Position Title: **Mental Health Worker**

Womens Health & Family Services

About us: Trading as Womens Health and Family Services (WHFS) are an independent for purpose organisation working in partnership to ensure our services complement and strengthen the public and primary health sectors. The organisation's provision of accessible, cost-efficient, and effective health services to prevent or lessen the long-term impact of illness is a vital contribution to the wellbeing of women, families, and the broader Western Australian community. Located across the wider Perth metropolis we offer a wide range of medical, allied health, counselling, advocacy, health promotion and education activities. For over 40 years, WHFS has worked to address health inequity. Providing low or no cost enhanced health and wellness programmes to woman, children, youth, and families most at risk of ill health and wellbeing. We believe that better futures for WA women and their families, provides a better future for all.

Mission: Better futures for WA women.

Values: Respect Integrity Diversity & Inclusion Innovation

Position Details

Position Title: Mental Health Worker (Be Well)

Classification: Level 4

Base Location: WHFS Northbridge

Status: Part-time (3 days)

Service Area: Counselling and Support Services (CASS)

Reports to: Coordinator, Counselling & Support Services (CASS)

Position Purpose: Develop, deliver, and evaluate therapeutic and support groups that support service area outcomes.

Deliver Individual therapeutic and psychosocial services to meet the needs of service users.

Summary of Key Responsibilities

Key responsibilities for the role

- Deliver group programs targeting women with severe and persistent mental health issues (Art Therapy and Recovery-focused whole wellbeing groups available).
- Deliver Individual therapeutic and psychosocial supports to meet the needs of service users.
- Develop and participate in relevant activities including social and recreational activities.
- Work within the broader community sector to develop partnerships and collaborations to meet the diverse and complex needs of the client groups and to establish and implement integrated service models.

Leadership/Communication

- Support the philosophy of Womens Health & Family Services.
- Adhere to the policies and procedures of Womens Health & Family Services.

Operational

- As part of the team deliver individual and group sessions to women accessing the service.
- Develop, deliver, and evaluate relevant activities such as the social programs.
- Development and maintenance of relevant networks and partnerships with key stakeholders and communities of interest to build partnerships and develop new project opportunities.
- Advocate on behalf of the service and client group.
- Provide relevant training, to other health professionals in the community as requested and/or identified.
- Maintenance of electronic client notes.
- Provide outreach where feasible.

Clinical Practice

- Management of caseload.
- Maintain good practice and standards through professional body and professional development.
- Act legally and ethically within the guidelines of Women's Health & Family Services and own professional body as relevant.
- A working knowledge of relevant legislation in EEO, Disability Services and Occupational Safety & Health.
- Ability to contribute to relevant protocols and policies pertaining to standards of practice in program area.
- Understanding of relevant legislation pertaining to area of practice.

Organisational Responsibility

- Communicate and act in ways that are consistent with the organisation's values
- Support and promote the work of the organisation, maintaining a positive image of the organisation in accordance with the level of the position
- Comply with the organisations policies, code of conduct, procedures and practices, external funding body requirements and legislation
- Apply and uphold the principles of a respectful, inclusive, and diverse workplace, free from discrimination, harassment or bullying
- Adhere to organisational Health, Safety and Environment requirements.
- Undertake other duties as required.

Professional Behaviours

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| Respect | <ul style="list-style-type: none"> • Accepts constructive feedback in a positive manner. • Presents professionally and respects the work culture by being on time to meetings, promptly answering emails and being prepared for all work situations. • Respectful Communication - Listens actively, communicates openly and honestly, is courteous and polite to others. • Actively acknowledges positive work of colleagues. |
| Integrity | <ul style="list-style-type: none"> • Shares knowledge and helps other team members • Works with integrity in a way that honours our ethical obligations to clients and the organisation. • Is trustworthy and honest in all dealings at work, when dealing with clients, staff, and resources. • Reflects on and examines own assumptions. |
| Diversity & Inclusion | <ul style="list-style-type: none"> • Considers individual needs in all work situations (clients and staff). • Listens carefully before responding & asks for clarification if needed. • Acknowledges and respects differences in opinion and experiences. |
| Innovation | <ul style="list-style-type: none"> • Remains flexible and open to change whilst focusing on the common goals. • Consistently reviews regular tasks and processes, feedback, outcomes, and professional research to identify opportunities for improvement. • Encourages thinking time & allows the freedom to experiment and fail |

Core Competencies of the Role

- The ability and desire to work cooperatively with others on a team.
- The ability to ensure that information is passed on to others who should be kept informed.
- The ability to express oneself clearly in conversations and interactions with others.
- The ability to develop, maintain, and strengthen partnerships with others inside or outside the organisation who can provide information, assistance, and support.
- The ability to demonstrate care and concern for meeting consumer needs.

Outcomes Statement

The Outcomes Statement is read in conjunction with this Position Description and is reviewed annually with the reporting manager.

Essential Qualifications, knowledge, skills, and experience

- Relevant tertiary degree (including creative therapies)
- Demonstrated knowledge and experience in working with women with severe and persistent mental health issues.
- Demonstrated ability to communicate effectively both verbally and in written form with individuals, groups, and organisations.
- Demonstrated experience in the planning, implementation, delivery, and evaluation of therapeutic groups.
- Demonstrated ability to plan and facilitate effective management of a caseload.
- Demonstrated experience in developing and maintaining relevant networks with program stakeholders and communities to support better outcomes for the target group.
- Demonstrated computer literacy skills and proficiency of Microsoft applications.
- A working knowledge of relevant legislation in EEO, Disability Services and Occupational Health & Safety.

- National Police Clearance and COVID-19 vaccination(s).

Desirable

- Lived experience of a mental health issue and a willing ability to talk openly about your own personal experience.
- Working with Children Check.
- Current First Aid Certificate.
- Current C class driver's license

Applicants of Aboriginal and Torres Strait Islander, CaLD communities, disabilities and LGBTQIA+ backgrounds and men are encouraged to apply.

It is the policy of WHFS that all employees undergo national criminal record screening. The cost associated with the screening is the responsibility of the employee.