

SM: Job Description for Allied Health Professional

Date:	22/05/2026
Position Title:	Allied Health Professional
Reports to:	MMHC Manager, Lived Experience Lead
Classification	Level 3 (Health Professionals & Support Services Award)
Our Vision:	We empower people to change their lives, making better futures possible.
Our Purpose:	Using evidence-based practice, we support individuals, families and communities that are impacted by alcohol, other drugs and mental ill health.
Our Values:	Passion. Integrity. Courage. Innovation. Connection.

SECTION 1: PURPOSE OF THIS JOB:

The purpose of this position is to provide personalised advice, assessment, treatment and support for people experiencing mental ill health through 1:1 tailored evidence-based interventions addressing psychosocial and emotion care needs.

SECTION 2: KEY WORKING RELATIONSHIPS:

INTERNAL	EXTERNAL
MMHC Manager, Lived Experience Lead	Consumers
Clinical Lead	Government and non-government service providers
Allied Health Professionals	WACHS staff
Peer Support Workers	Other Mental Health, AOD and Associated agencies
WCADS staff	Referral sources
Administration team	

This job description form (JDF) contains the key outcomes and responsibilities for this position. The JDF provides an indication of overall focus and is not intended to be a complete list of specific tasks and duties.

SECTION 3: KEY OUTCOMES:

1. Consumer Support
2. Organisational Activities
3. Other Duties

1. Consumer Support

Key Responsibilities
- Ensures the delivery of services in accordance with the prescribed service model. - Undertakes discipline appropriate clinical assessments, screening and monitoring activities. - Conducts comprehensive assessments including mental state assessments and risk assessments and provides appropriate interventions to consumers and carers. - Provides evidence based, discipline relevant clinical interventions for consumers impacted by mental ill health. - Provides care coordination, develops recovery plans and discharge plans in consultation with consumers /carers. - Provides education to consumers/carers. - Manages a consumer caseload in accordance with service organisational standards. - Makes decisions in relation to consumer situations including managing risk and consults with senior staff as required. - Promotes an integrated care approach through agency liaison and shared case management of consumers who have complex concerns. - Maintains accurate, timely and high-quality clinical documentation and consumer data. - Ensure that clinical services delivered reflect evidence based best practice standards and are in line with policies and procedures.

2. Organisational Activities:

Key Responsibilities
- Maintains a commitment to continuing professional development (CPD) to improve and broaden their knowledge, expertise and competence. - Participates in clinical supervision. - Assists to review and evaluate work practices on a continual basis to ascertain effectiveness and to improve quality. - Contributes to the timely review of operational protocols and guidelines for the service. - Provides clinical supervision to peer workers and students when requested by the line manager and follow prescribed guidelines and reporting.

3. Other Duties:

Key Responsibilities
- Attends and contributes to staff meetings and supervision. - Conducts all activities in compliance with relevant legislation including Equal Employment Opportunity, Work Health and Safety, and all policies, procedures and guidelines as determined. - Participate in accreditation and quality improvement activities as required. - Other duties as directed by line manager.

SECTION 4: AUTHORITY LEVELS:

The Allied Health Professional operates under the direction of the MMHC Manager and Lived Experience Lead with clinical supervision being provided by the Clinical Lead.

SECTION 5: COMPETENCY REQUIREMENTS:

SELECTION CRITERIA

Qualifications and Training:

- Relevant Tertiary allied health qualifications in Psychology, Social Work, Occupational Therapy, or other applicable Allied Health profession.
- Evidence of registration with AHPRA or relevant board, or willingness to obtain registration.
- Demonstrated recent clinical experience within the relevant discipline with demonstrated knowledge and skill in the assessment and treatment of complex mental health presentations and comorbid disorders.

Knowledge and Experience:

- Experience working in the mental health sector or equivalent.
- Comprehensive understanding of complex mental ill health and related supports and therapeutic interventions.
- Experience working with at-risk or marginalised population groups.
- Ability to deliver services in a culturally appropriate and secure manner.
- An understanding of consumer confidentiality and appropriate conduct.
- Knowledge of relevant government and community services and facilities.

Skills:

- Teamwork skills to work effectively in a team environment to set and achieve shared goals and engage in collaborative practice.
- Interpersonal skills to engage and motivate, and to negotiate and resolve differences.
- Self-management skills to prioritise and manage time effectively, recognise and maintain professional boundaries, participate in supervision, and reflect and learn from experience.
- Advocacy skills to advise and act on behalf of members and participants on a range of social issues.
- Sound written and verbal communication skills to present information and ideas effectively.
- A desire to work with and explore recovery principles.
- Computing skills to a level of competence in MS Word, Excel and PowerPoint.

Other:

- Current National Police Clearance
- Current driver's licence

SECTION 6: ACCEPTANCE OF JOB DESCRIPTION:

Incumbent Name: _____

Incumbent Signature

Date

Unit Manager: _____
[Position Title]

Unit Manager Signature

Date

CHIEF EXECUTIVE OFFICER AUTHORISATION:

Signature:

Date: