

POSITION DESCRIPTION

Position Title:	Senior Mental Health Clinician – Hospital Outreach Post Suicidal Engagement (HOPE) Program
Service:	Parkville Youth Mental Health and Wellbeing Service (PYMHWS)
Location:	Parkville – Multiple Sites
Reports To:	HOPE Coordinator
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2024–2028 / Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021 - 2025
Classification:	Occupational Therapist Grade 4 (HR9 – HR12) / Social Worker Grade 4 (HR25 - HR28) / Registered Psychiatric Nurse Grade 4 (NP75 - NP77) / Psychologist Grade 3 (PL1 - PL4)
Immunisation Risk Category:	Category A
Date of Review:	July 2027

About the Parkville Youth Mental Health and Wellbeing Service (PYMHWS)

Parkville Youth Mental Health and Wellbeing Service (PYMHWS) is Victoria's first standalone public mental health service designed specifically for young people aged 12 to 25. Operational from July 2025, PYMHWS is leading a bold transformation in how youth mental health is accessed, experienced, and governed across Melbourne's north and west.

We deliver specialist, community, and inpatient services to young people experiencing, or at risk of mental ill-health. Our multidisciplinary teams are based at Parkville, Footscray, Spotswood, Sunshine, Wyndham, Cherry Creek and Malmsbury, working closely with families, carers, supporters and kin to provide developmentally appropriate, evidence-based, trauma-informed, inclusive care, grounded in lived experience.

At PYMHWS, every decision - from the front desk to the boardroom - centres on what young people need to live the lives they want to lead.

We partner with Orygen, bringing their world-leading research and knowledge translation expertise into care delivery. Together, we are building an integrated service model that connects Orygen-operated headspace centres with PYMHWS clinical services, creating a unified care experience.

As we grow, we're building a service with - and for - young people. One that reflects the diversity of our communities, embraces continuous learning and the generation of new knowledge, and strengthens the mental health system around it.

At PYMHWS, we:

- Foster a safe, supportive and inclusive workplace - where the health, safety and wellbeing of young people, families, colleagues and visitors are actively protected.
- Speak up for safety and equity - raising concerns and escalating issues when needed, to ensure high standards of care and conduct.
- Deliver Safe, Timely, Effective, Efficient, Equitable, Person-centred Care (STEEEP) in alignment with our clinical governance framework and our youth-first approach.
- Promote diversity, inclusion and equal opportunity - creating a workplace free from discrimination, harassment or bias, and reflecting the communities we serve.
- Comply with all relevant policies, procedures, professional standards and legislation - including those related to clinical care, health and safety, risk, privacy, and equal opportunity.

Department Description

The Hospital Outreach Post Suicidal Engagement (HOPE) Program is a specialist program within Parkville Youth Mental Health and Wellbeing Service (PYMHWS), delivering specialised mental health care for young people for aged 12-25 years experiencing acute onset of deliberate self-harm, suicidal thoughts and/or suicide attempt(s) and may also present with a range of co-morbid health and wellbeing issues.

HOPE services provide clinical and psychosocial support for eligible people for a 3-month period. Contact with eligible young people occurs within 24-hours of referral and focus of care targets stressors that may have contributed to the person considering/attempting suicide and/or deliberate self-harm.

The 12-week program aims to reduce the risk of suicide re-attempts and improve mental health outcomes by offering tailored interventions and building resilience in individuals who have made a suicide attempt and includes the people (family, friends and other carers) who support them to identify and build protective factors against suicide. The service forms part of the front-end access to PYMHWS and will partner with specialist and primary care services.

The service operates over several sites and staff may be required to work from Parkville, Spotswood, Footscray, Wyndham, Sunshine, Melton, or other sites within the catchment. Ongoing commitment to improve service accessibility has seen the development of new sites, including the Sunshine Service, based within the Youth Hub and colocated with headspace, as well as satellite clinics in Wyndham and Melton. As these sites develop, staff may be based at different sites dependent on the specific requirements of the position.

Position Summary

The Senior Mental Health Clinician role is part of the senior clinical leadership role within the HOPE Program at PYMHWS. The position supports advancing evidence-based, recovery-oriented and developmentally informed clinical practice across the HOPE Program working in close partnership with the HOPE Coordinator and Consultant Psychiatrist.

The senior role provides clinical expertise and support to the multidisciplinary staff through supervision, mentoring and education, and offers expert advice on clinical presentations, particularly in relation to young people experiencing psychosocial drivers impacting their mental health.

The Senior Clinician will support all HOPE functions including intake and allocation, duty management, clinical review and quality assurance processes, supervision of staff, business and professional development meetings. As well, the senior role will contribute to the development and maintenance of

community partnerships with key external stakeholders, developing effective interfaces within PYMHWS clinical streams and programs, as well as facilitating relevant research activities.

A key focus of the role is ensuring strong clinical support to the HOPE Team's Mental Health Clinicians (AH Grade 3 / Psych Grade 2) as well as early learners. The Senior Mental Health Clinician supports the HOPE Coordinator in promoting continuity of care, effective risk management, and integrated service responses through close collaboration with families/carers/kin and other key stakeholders involved in the young person's life.

Working Environment

This position is primarily based at Parkville. The role operates within a dynamic, multidisciplinary environment and requires collaboration with internal teams and a broad range of external stakeholders to support coordinated and effective responses for vulnerable young people and their families.

On occasions, the position may involve travel across sites, including consultations with key partners. Travel between work locations is undertaken within working hours, with access to a workplace vehicle. The role also utilises telehealth and videoconferencing platforms to support clinical care, and governance activities.

In line with the evolving nature of the service, the incumbent may be required to work flexibly across multiple sites. This may occur in response to service expansion, funding changes or system priorities, ensuring continuity of care and responsiveness to organisational needs.

Key Accountabilities

Leadership, Care Coordination and Operational Oversight

- Provide senior clinical leadership to the MH clinicians within HOPE.
- Deliver specialist assessment, risk formulation and care planning that is trauma-informed, developmentally appropriate, and culturally safe.
- Lead and support multidisciplinary staff through supervision, mentoring and clinical consultation, fostering high standards of practice and reflective team culture.
- Oversee referral triage, allocation and workflow to ensure timely, equitable and consistent allocation across the team.
- Support continuity of care across service transitions, including strengthening integration between young people, their family/carers/kin and community services and reducing escalation to inpatient settings or presentations to emergency departments.
- Act as a senior escalation point for complex clinical decision-making and risk management.
- Contribute to workforce leadership, including supervision, onboarding and professional development of staff.
- Support clinical governance, risk management and delivery of safe, effective and person-centred care in line with organisational frameworks.
- Maintain oversight of caseloads and service coverage to ensure operational responsiveness and continuity.
- Promote culturally responsive, inclusive and evidence-based practice for diverse young people and families.

Stakeholder Engagement, Consultation and System Support

- Deliver clinical consultation on complex cases, supporting multidisciplinary teams to manage risk, and align care planning across service systems.

- Facilitate and contribute to multidisciplinary case discussions, ensuring synthesis of clinical information to inform decision-making, risk management and coordinated intervention planning.
- Promote consistent understanding of HOPE Program service scope, referral pathways, thresholds and practice frameworks across the service system.
- Provide oversight of care coordination processes, supporting timely access to services, escalation of clinical and systemic risks, and continuity of care across service transitions.
- Support a strong systems leadership focus, ensuring team is operating cohesively around the young person and their family, and that responses are developmentally informed, trauma-responsive and least restrictive.
- Utilise flexible service delivery approaches, including face-to-face, virtual (telehealth/videoconferencing), and hybrid models, to support accessibility and responsiveness across diverse settings.

Staff Development and Support

- Ensure and support the training needs of any direct reports and/or HOPE staff.
- Offer supervision to the multidisciplinary team, ensuring the application of evidence-based mental health practices.
- Promote a psychologically safe work environment where everyone feels safe to speak up for safety, our values and wellbeing. Prioritise wellbeing and support the development of safe work practices in your area. Take reasonable care of your safety and wellbeing, and that of others.
- Work collaboratively with colleagues across all areas of PYMHWS and ensure staff receive regular feedback.
- Contribute to a culture of caring, teamwork, continuous improvement, and safety.

Quality Improvement, Governance & Research

- Participate in quality improvement initiatives within HOPE service enhancement and planning activities to ensure the ongoing development of the service.
- Support recruitment and departmental planning activities as required.
- Support research and evaluation to expand the evidence base in suicidal youth mental health and disseminate relevant research outcomes.
- Engage in quality management, accreditation, and professional development initiatives to maintain high standards.
- Contribute to service monitoring, reporting, evaluation and continuous quality improvement activities.
- Ensure KPI and contactable data is completed in a timely manner.
- Support implementation, refinement and embedding of models of care, pathways and operational guidelines.
- Identify, escalate and contribute to management of clinical, operational and system risks.
- Contribute to the enhancement of administrative processes and the application of new technology as needed.
- Identify areas for improvement in care delivery through audits, incident reviews (Riskman), and staff feedback, and implement necessary improvements.

Compliance, Safety and Cultural Sensitivity

- Ensure the timely completion of client documentation, including outcome measures, progress notes, discharge summaries, and contacts in line with all associated legislation.
- Ensure risk management activities are completed, effective controls are in place and incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.

- It is expected that the incumbent will work in a culturally safe and sensitive manner with all Aboriginal children, young people and their families under the Youth Justice “Strategic Plan (2020 – 2030)”, the “Aboriginal Youth Justice Strategy (Wirkara Kulpa)” and the “Aboriginal Justice Agreement (Burra Lotjpa Dunguludja)”.
- Contribute to organisation-wide initiatives, speak up for safety, participate in reviews of Child Safe Standards.
- Perform other duties as directed, in line with role and scope.

PYMHWS Core Cultural, Leadership & Safety Responsibilities

These responsibilities apply to all roles at PYMHWS and form the foundation of our culture. They reflect our commitment to safety, inclusion, wellbeing and transformational leadership - at every level of the organisation. Aligned with PYMHWS’s strategic goals and operational priorities, these behaviours ensure we are here for youth, together - and focused on delivering outcomes that matter.

Psychological safety & inclusion

- Create and maintain a psychologically safe team environment where all voices are heard and respected.
- Model inclusive behaviours and actively challenge stigma, bias and discrimination.
- Speak up for safety, wellbeing and alignment with PYMHWS values - including cultural safety for Aboriginal and Torres Strait Islander peoples.

Leadership at every level

- Demonstrate leadership in your area of work, regardless of role title, by taking ownership, influencing positive change, and modelling integrity.
- Mentor others where appropriate, share knowledge generously, and contribute to a learning culture.
- Engage in honest, constructive feedback - giving and receiving with a growth mindset.

Alignment with strategic vision, outcomes & priorities

- Contribute to the achievement of our strategic and operational priorities, including youth-first care, workforce wellbeing, system transformation and strong partnerships.
- Be accountable for delivering measurable outcomes - for young people, families and colleagues.
- Make decisions that align with our purpose: reimagining how youth mental health is accessed, experienced and delivered.

Wellbeing & safe practice

- Prioritise your own wellbeing and that of your colleagues, in line with our whole-of-service wellbeing approach.
- Work to your full scope of practice and escalate when support is needed.
- Participate actively in safety initiatives, risk management and quality improvement.

Continuous learning & improvement

- Commit to ongoing professional learning, cultural development and reflective practice.
- Support innovation, research translation and systems thinking to improve outcomes for young people.
- Seek feedback on your work including participation in formal performance and annual discussion review processes.

Key Relationships

Internal Stakeholders

- HOPE Leadership (Clinical and Medical Lead)
- Inpatient Unit Team (ICA East)
- Continuing Care Team (CCT) Region Coordinators and Case Managers as required
- PYMHWS Workforce

External Stakeholders

- Tertiary Mental Health Providers (AMHWS/CAMHS/CYMHS)
- Child Protection (CP)
- Department of Education (DoE)
- Primary Health & Primary Mental Health Service Providers
- National Disability Insurance Scheme (NDIS)
- Key stakeholders as required (AOD services, Education, Housing and Legal).
- Other Youth Mental Health Services (headspace centres) and private providers

Key Selection Criteria

Formal Qualifications:

Occupational Therapists:

- Registration under the Australian Health Practitioner Regulation National Law Act (2009) with the Occupational Therapy Board of Australia.
- An approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.).

Social Workers:

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

Registered Psychiatric Nurses:

- Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.
- Bachelor Degree in Psychiatric/Mental Health Nursing or equivalent, or Bachelor Degree in Nursing plus a Postgraduate qualification in Psychiatric/Mental Health Nursing.

Psychologists:

- Registration as a Psychologist under the Australian Health Practitioner Regulation National Law Act (2009) with practice endorsement as a Clinical, Forensic or Clinical Neuro Psychologist with the Psychology Board of Australia
- Masters or Doctoral qualification in Clinical, Neuro or Forensic Psychology.
- Approved supervisor with the Psychology Board of Australia (AHPRA).

Essential:

- Minimum experience in accordance with EBA requirements for this leadership position, preferably including a minimum of 5 years' experience in the application of clinical practice in the mental health field and specifically with young people experiencing mental health disorders.

- Clinical experience and skills in engaging and working collaboratively with young people and their families/carers in a mental health setting and expertise in providing case management.
- Demonstrated experience at a senior clinician or clinical experience within an autonomous role.
- Capacity to develop effective working relationships, collaborations and partnerships with a range of services within the broader community service system.
- Ability to work collaboratively and effectively with young people and their families/carers, multidisciplinary teams and CAMHS/CYMHS services
- Commitment to the development of integrated clinical research within the service.
- Understanding of the Child, Youth & Families Act (CYFA) 2005 which is the principal legislation for the youth justice service.
- Understanding of the Mental Health and Wellbeing Act 2022, Health Records Act 2001, Privacy Act (1998), Child Wellbeing and Safety Act (2005), Crimes (Mental Impairment and Unfitness to be Tried) Act 1997 and other Acts/ legislation relevant to working with young people in a mental health setting (i.e Sentencing Act, 1991).
- Understanding and acceptance of the Child Safe Standards (2022) and Reportable Conduct Scheme
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts.
- Knowledge of the rationale and evidence for early intervention in mental illness.
- Ability to participate in policy and service development within the program and in continuous quality improvement through ongoing evaluation of services delivered to clients.
- Demonstrated knowledge of relevant guidelines, plans and strategies related to the mental health service system (e.g. Victorian Mental Health Reform Strategy, National Standards for Mental Health Services).
- Ability to develop, implement and evaluate integrated client-centred individual service plans, risk assessments and diagnostic formulations.
- A commitment to ongoing professional development through access to current literature, continuing education, supervision and attendance at seminars conferences.
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts.
- Ability to participate in policy and service development within the program and in continuous quality improvement through ongoing evaluation of services delivered to clients.

Desirable:

- Clinical experience working with child and adolescent/youth mental health services.
- According to professional qualifications: Demonstrated evidence of membership or Annual Continuing Professional Development as outlined by appropriate Professional Body (NWBA, OTA, AASW, APS); MAASW (Acc).
- Nursing: Evidence of current Continuing Professional Development as outlined by ACMHN or RCNA. Evidence ACMHN Credentialed Mental Health Nurse (CMHN).

Key Performance Indicators / Success Measures

Your performance will be measured through your successful:

- Demonstration of PYMHWS values
- Achievement of portfolio specific KPI targets (set as part of annual performance process)
- Participation in and satisfactory feedback through the annual performance review process

- Ability to maintain a safe working environment and ensure compliance with legislative requirements

Conditions of Employment

PYMHWS is a child-safe organisation and is committed to promoting and protecting the safety and wellbeing of all young people and embedding safeguarding practices into all our programs and services.

All employment appointments are required to:

- Hold a valid Working with Children Check
- Police Check
- Provide evidence of Immunisation history consistent with risk category defined for this role
- Availability to work across multiple locations within the Melbourne metropolitan area

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 Parkville Youth Mental Health and Wellbeing Service (PYMHWS) reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

/ /
Date