

## BENDIGO COMMUNITY HEALTH SERVICES

### POSITION TITLE: FORENSIC MENTAL HEALTH CLINICAL LEADER

<b>Name:</b>		PO Box 1121 Bendigo Central Victoria 3552
<b>Position number:</b>		
<b>Award/Agreement:</b>	Dependent upon qualifications	<b>Central Site:</b> Ph: (03) 5448 1600 Fax: (03) 5441 4200
<b>Classification:</b>	In accordance within qualifications and experience	<b>Eaglehawk Site:</b> Ph: (03) 5434 4300 Fax: (03) 5441 4200
<b>Site:</b>	The position may work from any Bendigo based BCHS site as negotiated	<b>Kangaroo Flat:</b> Ph: (03) 5430 0500 Fax: (03) 5441 4200
<b>Hours per fortnight:</b>	76.0 hours per fortnight (negotiable)	<b>Elmore Primary Health:</b> Ph: (03) 5432 6001 Fax: (03) 5432 6101
<b>Tenure:</b>	Fixed term to 30 June 2022	
<b>Position description developed:</b>	August 2018	
<b>Responsible to:</b>	Director - headspace Operations and Services	

## Background

The Forensic Mental Health in Community Health Program (FMHiCHP) is an exciting new initiative funded by the Victorian State Government. The program is designed to provide high quality mental health to adults who are currently completing Corrections Orders and where these orders have a Mental Health and Treatment rehabilitation (MHTR) condition. Improved mental health outcomes and reduced recidivism are the main desired outcomes of the service. Delivery of the program in the north west is led by Cohealth and in partnership with Bendigo Community Health Services in the Bendigo region.

### 1. Position Role

The role of the position is:

- The Forensic Mental Health in Community Health Clinical Leader will provide clinical and operational leadership to the FMHiCHP team under the direction of the Director - headspace Operations and Services.
- The Clinical Leader will play a key role in the implementation of the program. This will include developing key program documents, recruiting of key clinical staff to the program as well as developing strong working relationships with key partners across the region.
- The Clinical Leader will be as an expert in the delivery of community based, mental health and forensic services. The Clinical Leader will provide direct services as well as clinical guidance and supervision to the team and will be responsible for monitoring of services to ensure they remain high quality and safe.

## BENDIGO COMMUNITY HEALTH SERVICES

### 2. Position Responsibilities

The responsibilities of the position are:

- Day to Day Clinical and Operational Program Management of the service.
- Monitoring and reporting performance as required by DHHS and ensuring adherence with BCHS financial delegation responsibilities and accountabilities
- Develop and implement local work instructions and processes to ensure high quality and safe service delivery.
- Professional supervision of all staff and where appropriate clinical supervision to develop, monitor and review standards of practice.
- Ensuring staff are appropriately skilled and qualified to provide required services and monitoring team adherence with all professional development requirements.
- Monitoring the quality and safety of services through consumer file auditing, supervision, documentation and ensuring the service remains committed to continuous quality improvement.
- Relationship management with key stakeholders including consumers, and external agencies
- Develop and maintain annual program plans, risk registers, compliance activities and ensure all people operations obligations are met.
- Provision of secondary consultation to external agencies including the delivery of training to Community Corrections staff.
- Provision of evidence based and senior level assessment and advice around mental health assessment, treatment and recovery planning.
- Provide opportunities for consumer voices to contribute to resources to support better service outcomes.
- Work alongside Aboriginal Health Services to embed culturally safe practices in to FMHICH program.
- Produce high quality written reports and presentations.
- Ensure the service remains connected to community health values and services a provided in an integrated and coordinated manner.
- Management of consumer and occupational health and safety related incidents that occur to the team and appropriate escalation to line management where required. Will operate under direction of line manager instances where incidents require further escalation and investigation.
- Work will be required to be undertaken throughout the catchment area and so a willingness to travel.

### 3. Selection Criteria

- **Qualifications** - Bachelor's degree in a health-related discipline (e.g. nursing, social work, medicine, allied health) or relevant field. Experience in project managing new initiatives in a complex multi partnering, environment.
- **Attributes** - Professionalism, integrity, attention to detail, outcome orientated, respectful, initiative and self-direction. Ability to work flexibly and with agility in a new service delivery model. Ability to engage with several key stakeholders across several services. Strong leadership and accountability skills.
- **Skills** - Excellent communication (written and verbal), interpersonal and presentation skills. Analytical thinking and problem solving. Ability to communicate and model a vision that generates respect, enthusiasm and commitment. Foster a service culture characterised by partnership and collaboration with key stakeholders and consumers. Solid understanding of conducting clinical supervision to a multi-disciplinary mental health team.

## BENDIGO COMMUNITY HEALTH SERVICES

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- **Knowledge** - Understanding of the development processes of new and innovative systems, policies and work practices and strategies to implement them within an existing and new workforce. A strong foundation in understanding the recovery model of service delivery in mental health. Detailed understanding of the challenges people with severe and enduring mental illness and complex support needs and of evidence-based best practice interventions.

### 4. Key Selection Criteria

#### 4.1 Essential

1. Accredited/credentialed Mental Health Clinician.
2. Sound knowledge of the National Practice Standards for the Mental Health Workforce 2013.
3. Understanding of relevant legislation and regulations related to the delivery of forensic mental health services.
4. Extensive mental health clinical experience including comprehensive psychosocial assessments, clinical reasoning, formulating targeted treatment plans, supervisory and service co-ordination.
5. Well-developed interpersonal and written and verbal communication skills and a proven history of being able to illustrate strong EI qualities.
6. Capacity for effective negotiation, conflict resolution and wide consultation at all levels, to maintain and foster key interpersonal relationships.
7. Demonstrated ability to work collaboratively, constructively and co-operatively within a diverse multidisciplinary, interdisciplinary team and across settings.
8. Demonstrated professional competencies in undertaking comprehensive psychosocial assessments, clinical reasoning, and formulating targeted treatment plans/interventions with achievable goals for participants.
9. A current Driver's Licence.
10. A current Working with Children Check.

#### 4.2 Desirable

1. Demonstrated knowledge of current issues, standards and trends in the delivery of mental health and social and emotional well-being services to Aboriginal people.
2. Demonstrated awareness of and sensitivity to Aboriginal culture and history and knowledge of issues impacting on Aboriginal children and families, youth and adults and those affected by Stolen Generations' policies and practices.
3. Demonstrated experience working with Aboriginal people and the ability to communicate effectively and in a culturally appropriately manner.
4. Demonstrated capacity to handle change with enthusiasm, resilience and flexibility.
5. Post graduate qualifications or working towards same.

### 5. Probationary Period

Employment with BCHS is conditional on satisfactorily completing a probationary period of six (6) months from date of commencement. During this period your performance will be reviewed with your Manager and, assuming this is mutually satisfactory, your employment will be confirmed at the end of this period.

## **BENDIGO COMMUNITY HEALTH SERVICES**

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### **6. Staff Review and Development (SRD)**

*Each BCHS staff member is required to participate in the annual SRD process. The SRD will be based on the Position Role and Responsibilities and Key Selection Criteria in addition to the relevant Branch and Team Plans and the following Performance Indicators.*

#### **6.1 Self-Management:**

*Demonstrated experience and understanding of the need for ongoing personal and professional development that contribute to self-satisfaction and professional growth*

- Continually develop personally and professionally to meet the changing needs of your position, career and industry.
- Demonstrate behaviours that lead you to achieving your goals.

#### **6.2 Communication and Team Work:**

*High level communication and interpersonal engagement that contributes to productive and collegial relationships between staff and with consumers*

- Display your capacity for self-awareness through reflection, planning and communication.
- Show evidence of your ability to work co-operatively within a team to achieve team goals.
- Establish and develop as key functions of relationship management, regular and professional communication with all your relevant colleagues.
- Demonstrate alignment and integration of practice according to BCHS' Vision, Values, and Strategic Directions.

#### **6.3 Administration and Documentation:**

*Through the use of BCHS processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.*

- Show evidence that the administrative tasks of your position are completed in an orderly, timely and accessible manner.
- Demonstrate that your documentation is completed in an accurate, legally and ethically compliant standard, and is produced to an appropriate professional standard.

#### **6.4 Learning:**

*Demonstrated knowledge and application of the capabilities required for this position including knowledge and understanding of appropriate equipment, legislation, policies and procedures.*

- Show evidence of knowledge and understanding of BCHS Strategic Directions and the ability to link key strategic directions to individual and team work plans and individual self-development.
- Demonstrate initiative and enterprise skills that contribute to innovative outcomes.
- Display an appropriate level of awareness of the implications for BCHS of decisions and situations that involve you and others.

#### **6.5 Position Performance:**

*Demonstrate achievement of negotiated performance indicators specific to your position.*

- Provide service delivery to at least the minimum level required by the funder.
- Demonstrate positive outcomes for consumers through your intervention.
- Show evidence of an integrated service delivery approach for consumers.

#### **6.6 Diversity and Culture:**

*BCHS treats all people with respect; values diverse perspectives; participates in diversity training opportunities and provides a supportive work environment.*

## BENDIGO COMMUNITY HEALTH SERVICES

### 6.7 Child Safety:

BCHS values children from all backgrounds and is committed to making our community a safe, nurturing and welcoming place for children to grow and develop. We are committed to making sure **ALL** children reach their individual potential.

## 7. Other Essential Requirements

### Staff will:

- Complete a satisfactory Police Check before employment is confirmed, the Police Check will be initiated by BCHS at the expense of the staff member.
- Sign the pre-existing Injury/Disease Declaration.
- Present a copy of your original professional qualifications document or registration (if required).
- Receive and comply with the BCHS Code of Conduct.
- Comply with BCHS Privacy Policy and Procedures.

### BCHS believes that *"Quality is everyone's business, safety is my responsibility"*

Co-operate with and contribute to BCHS Health and Safety procedures and participate in appropriate safety information and education activities as required.

## 8. Other Information

- BCHS is an Equal Opportunity Employer.
- All BCHS sites are smoke free workplaces.
- BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.
- BCHS has a commitment to environmental sustainability.

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Approved: Kim Sykes  
Chief Executive Officer

Date: ...../...../.....

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Agreed: Forensic Mental Health Clinical Leader

Date: ...../...../.....