

## BENDIGO COMMUNITY HEALTH SERVICES

### POSITION TITLE: MENTAL HEALTH CLINICIAN CARE HUB

<b>Award:</b>	In accordance with qualifications
<b>Classification:</b>	Dependent on applicant qualifications and experience
<b>Site:</b>	This role is primarily based at the Anglicare Victoria Care Hub in Bendigo, however may be required to work from a BCHS site or outreach location as negotiated.
<b>Hours per fortnight:</b>	76hrs (1.0 EFT) – full time
<b>Tenure:</b>	Fixed Term to 30/6/2022
<b>Position description developed:</b>	November 2021
<b>Responsible to:</b>	Senior Leader: Counselling and Mental Health Services

#### We want (Vision)

Better health and wellbeing across generations.

#### We exist (Mission)

To work hand in hand with our community to achieve healthier lives.

#### We strive for (Values)

- **Integrity**  
We are authentic and accountable, and we honour our obligations.
- **Respect**  
We build respectful relationships through trust, empathy and collaboration.
- **Inclusive**  
We recognise and promote accessible, safe and holistic supports and services as a basic human right.
- **Innovation**  
Through continuous learning, we ensure an agile, responsive and sustainable service.
- **Togetherness**  
We create a sense of connectedness, pride and support through enjoying our work and being passionate about making a difference.

Our pillars	Consumer and Community	Influence	Visible	Sustainable
The change we want to see	People in our community, especially those most in need, have improved health and wellbeing	We use evidence, data and the voice of our community to shape our supports and services	Our service is identified as a quality provider and our people are recognised as leaders	Our sustainability is based on a healthy culture, improved systems, outcomes and growth

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### **Overview of program**

The Care Hub is a new initiative that brings together a number of organisations to form an integrated team of professionals to support Children and Young People in the areas of Mental Health, AOD, Cultural Connection, Family Work, Community Engagement and Therapeutic Support.

The team will be based from a single location in Bendigo, forming a collaborative, integrated team of staff helping support those entering care for the first time. The aim of the Care Hub is to provide a wraparound service and team of staff to support effective assessment, planning and intervention to help support the Children, Young People and Families through the process and ensure all needs are met.

The integrated team will include professionals from Anglicare Victoria (as the Lead Organisation) and a host of other partner organisations, all working together to do better. The Care Hub will provide early assessment, planning and wrap around supports by a single integrated team (formed from a consortium of organisations) for children and young people who are first time entrants into care.

The Mental Health Worker will provide support to the child or young person to meet their goals, monitor their progress and assist in navigating other mental health services. They will assess the mental health needs of the child or young person and contribute to the plan to address these needs.

The services and support is delivered in a child-centered, family focused way and works alongside families to address the changes that may need to occur for their child/ren or young person to be safe at home.

### **Position Role**

The role of the position is:

1. Provide individual and group mental health services to a range of young clients and their families.
2. Facilitate information and education groups.
3. Regularly engage in the intake and allocation process that could include a comprehensive risk assessment and safety plan.
4. Provide an integrated practice model that has service providers, internal and external to the consortia partners, supporting an inclusive, comprehensive and equitable intervention for consumers.
5. Contribute to the provision of counselling services including Psychological Treatment Services, Mental Health Clinical Care Co-ordination and Trauma Counselling.

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### **Position Responsibilities**

The responsibilities of the position are:

1. To provide individual mental health therapeutic interventions to children and young people using a range of evidence based clinical models and frameworks.
2. Provide mental health services through a range of psychosocial interventions including intake and assessment functions.
3. Develop case plans in consultation with the client/s.
4. To work alongside the Program Manager Care Hub and other identified Care Hub consortia team members to provide high quality consultancy, advice and education to staff in delivering appropriate responses to mental health concerns.
5. Participate in group and/or individual clinical supervision and commit to critical reflection and discussion of values and ethical conduct.
6. Participate in line management supervision and discussion of all clients including those that present a risk to self, counsellors and or organisation.
7. Accurately record and document client and administrative information and collect and collate data within given timeframes.
8. Contribute to service integration and team development.
9. Undertake responsibilities of the position adhering to:
  - a. Professional standards, relevant legislation and Occupational Health and Safety Legislation and requirements.
  - b. Working within current equity and access legislation/standards inclusive of all abilities, cultures, genders, sexuality, age and faith.
10. Perform other duties as directed that are within the limits of the staff member's skill, competence and training and the scope of the staff member's award/agreement classification.

### **Key Selection Criteria**

#### **Essential**

1. Tertiary qualification and registration as a Mental Health Clinician with current registration with the Australian Health Practitioner Regulation Agency (AHPRA), or Australian Association of Social Workers (AASW) or registration with other relevant professional association, enabling the provision of therapeutic services funded under Medicare and Primary Health Network (PTS, PMHCCC, Better Access Programs).
2. Demonstrated experience in successfully delivering a range of evidence-based interventions, including individual counselling and group interventions particularly to consumers for refugee and asylum seeker backgrounds.
3. Highly developed assessment and engagement skills, including facilitating and coordinating clinical care meetings.
4. Ability to manage a complex case load and provide demand management function (with support) as required.
5. Personal commitment to promoting equality, diversity and human rights in all aspects of service delivery.
6. Demonstrated understanding of, and ability to maintain accurate and confidential records utilising electronic Client Management Systems as well as accurately recording targets and associated compliance documentation.
7. Excellent interpersonal skills and communication (verbal and written) skills.

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8. Demonstrated ability to work as a member of a multidisciplinary team.
9. Knowledge and compliance with BCHS privacy and confidentiality procedures.
10. Work within the BCHS Code of Conduct Framework.
11. A Working with Children Check and Criminal History Check.
12. Current Driver's Licence.

### **Desirable**

1. Excellent organisational and time management skills.
2. Comprehensive knowledge of the local service system.
3. Intermediate to high level computer skills such as use of Microsoft Office programs, and electronic client management systems including Microsoft Teams.
4. The ability to confidentially maintain accurate records in accordance with BCHS procedures.

### **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.

### **Staff Review & 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.

#### **Position Performance:**

Demonstrate achievement of negotiated performance indicators specific to your position.

- Demonstrate positive outcomes for consumers through your intervention.
- Maintain positive relationships with internal and external stakeholders.

#### **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.

#### **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.
- Demonstrate understanding and behaviour to reflect that BCHS aims to treat all people with respect, values diverse perspectives and participates in diversity training opportunities.

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

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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.

### 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.

### Diversity and Culture:

BCHS treats all people with respect; values diverse perspectives; participates in diversity training opportunities; and provides a supportive work environment. BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.

### 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 to reach their individual potential.

## Other Essential Requirements

### Staff will:

- Complete a satisfactory Police Check BEFORE employment is confirmed, the Police Check will be initiated by BCHS.
- 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' policies and procedures.
- Actively contribute to continuous quality and service delivery improvement through the organisation.
- Be proactive in risk identification, notification and management.

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

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

## Other Information

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- BCCHS is an Equal Opportunity Employer.
- All BCCHS sites are smoke free workplaces.
- BCCHS has a commitment to environmental sustainability.

APPROVED