

BENDIGO COMMUNITY HEALTH SERVICES

POSITION TITLE: CHILDREN'S COUNSELLOR

Award:	Dependent on qualifications
Classification:	Classification will be based on qualifications and experience
Site:	This position is primarily based at our XXXX site, however may be required to work from any BCHS site or outreach location as negotiated.
Hours per fortnight:	60.8 - 76 hours per fortnight (0.8-1 EFT) negotiable
Tenure:	Ongoing
Position description developed:	April 2022
Responsible to:	Senior Leader – Counselling and Mental Health

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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The Role of the Team

The Mental Health and Counselling team provides a range of services including Generalist Counselling, Culturally Sensitive Counselling, Primary Mental Health Clinical Care Coordination (CCC's), Psychological Treatment Services (PTS) – General, Child Mental Health, and Suicide Prevention, and Employee Assistance Programs (EAP). The service delivery includes assessment, individual and group therapy, case reviews, client referral, educational programs, service liaison, client advocacy, and other tasks as identified to address client needs. A commitment to professional development and attendance to all provided supervision is required.

Position Role

The role of the position is:

1. Provide intake, mental health assessments, counselling interventions and psycho educational programs to a range of consumers and community members with a specific focus on children aged of four to twelve years.
2. Provide initial and ongoing assessment of consumer needs, including identifying any presenting risk factors.
3. Provide therapeutic interventions across the ages four to twelve with a specific focus on children that are integrated with other child and family services and facilitate therapeutic groups when identified as being in the best interests of consumers.
4. Work collaboratively within the BCHS mental health teams and related child and family programs as well as other BCHS programs and external agencies.
5. Contribute to the provision of mental health and counselling services through primary care programs funded through PHN and Medicare.
6. Using the ten (10) sessions model to gain the best possible outcome for the consumer as determined by the consumer/family and other professionals involved in their care.

Position Responsibilities

The responsibilities of the position are:

- Provide individual clinical counselling and expertise to children between the ages of four to twelve with a mild to moderate mental health presentation.
- Provide clinical expertise and group interventions through a range of evidence based psychosocial interventions.
- Develop and document care plans in consultation with the consumer/s and their carers.
- Work with other programs and services, collaborating to gain the best possible outcomes for consumers as required or requested.
- Participate in clinical supervision, line management supervision, and commit to reflective practice related discussions with supervisors and peers.
- Participate in suitable training approved by Management
- Accurately record and document consumer and administrative information and collect and collate data within given time frames based on funding requirements.
- Contribute to service integration, team development and BCHS strategic goals while undertaking responsibilities of the position adhering to the BCHS policies and procedures, professional standards, relevant legislation (Children Youth and Families Act 2005) and Occupational Health and Safety legislation and requirements.
- The position is an independent role however works closely with other programs including: generalist counselling services and Child Health Invest and liaises with external agencies as required.
- Other duties as directed.

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Key Selection Criteria

Essential

1. A tertiary qualification and experience related to the role of Children's Counsellor.
2. Significant experience working with consumers across the age continuum four to twelve years.
3. Relevant accreditation or credentialing, enabling the provision of therapeutic services funded under Medicare and Primary Health Network (PTS, Mental Health Plans etc).
4. Demonstrated skills in and knowledge providing therapeutic services informed by:
 - Trauma and attachment informed practices
 - An understanding of intergenerational poverty
 - Early brain development
 - Impact of family violence on children and families
5. Demonstrated experience in successfully delivering a range of evidence-based interventions, including individual counselling, group interventions (therapeutic and psycho-educational) - across the age continuum.
6. Highly developed assessment and engagement skills with children and their families.
7. Ability to manage a complex case load and provide a demand management function (with support) as required.
8. Demonstrated understanding of, and ability to maintain accurate and confidential records utilising an electronic Consumer Management System, as well as accurately recording targets and associated compliance documentation.
9. Excellent interpersonal skills and communication (verbal and written) skills.
10. Demonstrated ability to work as a member of a multidisciplinary team and evidence of competence in providing integrated care.
11. Ability to provide vaccination status information that meets the requirements for healthcare workers.
12. A current Working with Children Check.

Desirable

1. Intermediate to high level skills in Microsoft Office programs. (depending on position may need expanding, may be essential)
2. Demonstrated experience building relationships and partnerships with other services and programs to optimise outcomes for children/youth.

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.

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Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Provide counselling and group work with demonstrated positive outcomes for clients through comprehensive assessments, case planning and clinical reviews.
- Show evidence of an integrated service delivery approach for clients.
- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with BCHS privacy and confidentiality procedures.

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 BCHS' values.

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.

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; provides 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.

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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 all required probity checks **before** employment is confirmed.
- Provide vaccination status information that meets the requirements for healthcare workers.
- Present a copy of original professional qualifications document or registration (if required).
- Receive and comply with BCHS' policies and procedures including the Code of Conduct.
- 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

- Salary Packaging is available to the successful applicant.
- BCHS' Employee Assistance Program is available to employees and immediate family.
- BCHS is an Equal Opportunity Employer.
- All BCHS sites are smoke free workplaces.
- BCHS has a commitment to environmental sustainability.