

POSITION DESCRIPTION

Position Title:	Mental Health Clinician
Award:	In accordance with qualifications
Classification:	Dependent on applicant qualifications and experience
Site:	May be required to work across various BCHS sites
Hours per fortnight:	45.6 hours per fortnight (0.6 FTE)
Tenure:	30 June 2026
Position description developed:	Updated January 2026
Responsible to:	Senior Leader Counselling and Mental Health

ABOUT BENDIGO COMMUNITY HEALTH SERVICES (BCHS)

BCHS is located across five sites in the City of Greater Bendigo, Central Victoria. BCHS has a proud 50-year history and provides more than 50 services across medical and allied health, family services, drug and alcohol, mental health, settlement services, health promotion and more, with a focus on vulnerable people and communities.

The organisation has more than 280 staff supporting people of all ages and stages of life to access quality, person-centred care. We foster a values-aligned, positive and thriving culture where staff feel safe and supported. Staff have clarity of roles and work in an environment of accountability. The success of BCHS is dependent on our staff who provide a high level of professionalism and dedication.

VISION

Better health and wellbeing across generations.

PURPOSE

Supporting you and your family to live healthy lives.

VALUES

Lived and Living Experience: We listen to understand. We value our communities, their backstories, lived and living experiences and cultures and learn from them to tailor our services.

Equity: We provide equitable and inclusive health and wellbeing services, ensuring they are culturally responsive and accessible.

People: We maintain a skilled, engaged and professional workforce, including people with lived experience, and enable a culture of continuous learning.

Partnership: We understand trust and partnerships are key to achieving our purpose. We listen and learn - and share our knowledge and expertise in collaboration and co-design with our community, ensuring we are providing local solutions to community need.

Integrity: We uphold the values of the Universal Declaration of Human Rights and approach all we do with kindness and respect. We are ethical in all we do.

TEAM ROLE

The Counselling and Mental Health team provides a range of services including Generalist Counselling, Culturally Sensitive Counselling, and Psychological Treatment Services (PTS) – General. 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

Reporting to the Senior Leader, the role works closely with a team of mental health professionals, comprising psychologists, social workers and counsellors to support adults across the community who are experience mild to moderate mental health concerns. This role is specifically to work within our Culturally Sensitive Counselling program, funded by Foundation House. Clinicians working within this program stream work are provided with additional training and reflective practice supports from Foundation House. This role involves a greater emphasis on advocacy than typical counselling roles and case loads are reduced to reflect the additional assessment, advocacy, and reporting requirements. Experience and interest in youth mental health is an asset.

POSITION RESPONSIBILITIES

The responsibilities of the position are:

- Provide individual trauma-informed counselling to community members with a lived refugee experience, with interpreter support.
- 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 (as appropriate).
- 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 and Occupational Health and Safety legislation and requirements.

KEY SELECTION CRITERIA

Essential

1. A tertiary qualification and experience related to the role of Mental Health Clinician.
2. Relevant accreditation or credentialing with AHPRA, AASW, ACA, or PACFA.



3. Demonstrated experience in successfully delivering a range of trauma-informed evidence-based interventions, including individual counselling and group interventions (therapeutic and psycho-educational).
4. Ability to manage a complex case load and provide a demand management function (with support) as required.
5. Excellent interpersonal and communication skills (both verbal and written).
6. Demonstrated ability to work as a member of a multidisciplinary team and evidence of competence in providing integrated care.
7. A current employee Working with Children Check and Driver's Licence.
8. The successful applicant will also be required to undertake and complete a Satisfactory National Police Check.

Desirable

1. Demonstrated experience building relationships and partnerships with other services and programs to optimise outcomes.
2. Experience working with CALD communities and providing trauma-informed counselling with interpreter support.
3. Interest and experience working with 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 team plans and the following performance indicators.

Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Demonstrate positive outcomes for community through your intervention.
- Maintain positive relationships with internal and external stakeholders
- Maintain records and achieve service delivery targets.
- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with the BCHS privacy and confidentiality procedures.

Communication and Teamwork:

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 the 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 teamwork 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.

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.

OTHER ESSENTIAL REQUIREMENTS

Staff will:

- Complete all required probity checks **before** employment is confirmed.
- Provide vaccination 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 would be 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 and vape free workplaces.
- BCHS has a commitment to environmental sustainability.

