

Eastern Health

POSITION DESCRIPTION

Position Title:	Professional Clinical Lead Social Work, Infant, Child and Youth Mental Health Service
Award Classification:	Grade 4 SW
Award / Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Position Reports to:	Operationally: Associate Program Director, Allied Health (Mental Health) Associate Program Director, Infant, Child and Youth Mental Health Service Professionally: Director of Profession

EASTERN HEALTH – GREAT CARE, EVERYWHERE, EVERY TIME

Eastern Health is one of Melbourne's largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs

Eastern Health's Mental Health Program provides Tier 3 mental health care for all ages in the Eastern Metropolitan Region of Melbourne. Fundamental to our service delivery are the principles of recovery oriented mental health practice.

The Infant, Child and Youth Mental Health Service (ICYMHS) at Eastern Health operates four multidisciplinary community and a range of specialist teams and services located throughout the Eastern region, in addition to an adolescent inpatient psychiatric unit in Box Hill. Teams are multidisciplinary and work to deliver high quality mental health assessments and clinical interventions for children and young people, 0 -26 years, and their families who are experiencing severe mental illness impacting on their development and psychosocial functioning.



1. POSITION PURPOSE

The Professional Clinical Lead is accountable for the profession-specific standards of practice for Social Work and for the clinical expertise of their profession in the Infant, Child and Youth Mental Health Program. The Professional Lead will apply superior consolidated clinical leadership skills to foster a culture of excellence, achievement and innovation in the Infant, Child and Youth Mental Health Service workforce.

The Professional Lead will provide expert professional specific advice, leadership and support. They will be a key innovator and contributor in the areas of clinical governance and safety, quality, and workforce development for the profession and will drive these initiatives within the context of the Infant, Child and Youth Mental Health Service strategic plan.

They will ensure professional standards comply with the guidelines, structures and processes of the mental health program, Social Work clinical council, professional association and all other relevant legislative requirements. Through the established supervision structures, they will ensure professional practice within the program is evidenced based informed and contemporary. Building and maintaining effective relationships and collaborations with the Associate Program Directors, Managers and Team Leaders is pivotal to the success of this role and to ensuring that actions are consistent with the Mental Health Programs strategic plan.

The Professional Clinical Lead Social Work role will additionally support a key clinical priority area within the ICYMHS, for example, Family Therapy, Trauma Informed Care, Family Violence, depending on the experience and clinical expertise of the successful candidate, and in line with the service's strategic plan. Working in close collaboration with Managers, Consultants and Team Leaders, the professional clinical lead will initiate, deliver and embed best practice models across the priority area. This will include provision of professional development and direct clinical support to the multidisciplinary clinical workforce, for example, undertaking conjoint clinical work and clinical supervision, ensuring the delivery of the highest quality clinical practice.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

2.1 Professional Leadership

- Conjointly lead (with other Allied Health Professional and Nursing leads), in collaboration with Infant, Child and Youth Mental Health Service Leadership, the development of a comprehensive workforce development plan with the aim of supporting the graduate program, early carer support program, and the maintenance of a clinically effective, evidence based professional workforce.
- Provides professional leadership of Social Work staff, including oversight of credentialing and scope of practice to ensure an appropriately skilled and available workforce within Infant, Child and Youth Mental Health Service.
- Works collaboratively with the leadership team to develop the systems, processes and projects required to ensure efficient, effective and responsive operation of Social Work in- line with the Program's strategic direction.
- Have demonstrated ability to provide advanced clinical consultation on matters pertaining to the profession and healthcare delivery more broadly.
- Accountable for ensuring compliance with relevant professional Acts, Agreements and Mental Health Program and Eastern Health directions, policies, procedures and Staff Handbook and Code of Conduct.
- Ensure professional practices in the relevant discipline are of the highest possible standard, adhering to best practice methods of clinical service delivery to consumers, carers and their families in the context of the Program structure.
- Accept accountability for the outcomes of Social Work practices and in consultation with relevant line managers, for addressing practices that are not consistent with policies, procedures and evidenced based research.
- Inform service planning within the Mental Health program.
- Prepare business cases, proposals and briefing paper for the Profession/Program.

- Monitor developments in Professions best practice, identifying and escalating for discussion and decision, trends and issues that require considerations for inclusion in clinical practice. Lead any resulting practice and/or policy change, ensuring practice is embedded.
- Lead and innovate a portfolio across the program in collaboration with program leadership.
- Provide high level professional expertise and advice to internal and external stakeholders.
- Develop sound working relationships with a range of staff internal and external to Allied Health, including team members, community providers and universities.
- Collaboratively work with Managers, Consultants, Team Leaders, multidisciplinary teams and clinical staff to develop and embed best practice practice within the agreed priority area.
- Support the services' clinical staff capability to provide best practice across the priority area, through delivery of professional development and educational activities, clinical supervision and conjoint clinical work.
- Provide consistent, high quality and effective leadership in keeping with the key objectives and service requirements of ICYMHS, and in line with the operational direction of the service,
- Promotes a culture of continuous quality service improvement within the team and service stream and lead activities, in consultation with the Stream Manager, designed to continuously improve standards of service and practice including the development, implementation and evaluation of policies and programs within ICYMHS.

2.2 Human Resource Management

- In consultation with Associate Program Directors, will support effective staff recruitment and retention strategies for Social Work, in accordance with Eastern Health policies and professional standards.
- Employ the skills of timely and effective communication with healthcare personnel to guide and achieve optimal service user/ performance outcomes.
- Ensure that all clinical staff are credentialed/registered as required by professional and Eastern Health standards, and provide evidence on an annual basis to that effect.
- Ensure supervision arrangements for Social Work staff and students in line with professional and Eastern Health requirements, and professional development programs to meet the identified needs within various services.
- Participate in annual performance development plans of professional staff. Support performance review activities in collaboration with line managers as appropriate and required.
- Support the development and maintenance of a -positive team environment and culture across the SW discipline and ICYMHS.

2.3 Research, Education and Improving Performance

- Actively contributes to and supports the development and implementation of strategic and operational plans for program services and profession.
- Foster a culture which promotes quality improvement, service improvement, evidence based practice and clinical innovation.
- Actively contribute and lead activities, innovations and daily work practices to ensure social work profession and program meet the requirement for accreditation under NSQHS.
- Ensure professional practices in the relevant discipline are of the highest possible standard, adhering to best practice methods of clinical service delivery to consumers and carers in the context of the program structure. Provide advice on the development of new models of professional practice.
- Lead development of professional competency training programs for relevant discipline group. Ensure staff compliance with training requirements specified by the Mental Health Program.
- Work collaboratively with Learning and Teaching directorate to support the development and capability of clinical staff in the provision of high quality undergraduate and postgraduate education programs.
- Work collaboratively with the research directorate and the Quality Planning and Innovation directorate to initiate and enhance service delivery.

- Actively participate in the provision of professional development within ICYMHS and, in collaboration with the Coordinator Community Education and Secondary Consultation, undertake community education and secondary consultation activities to key health and welfare agencies in the region.

3. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. ATTACHMENTS

- Attachment 1 Key Selection Criteria

10. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Qualifications

- Holds a degree qualification in Social Work that has been approved by the Australian Association of Social Workers (AASW) for membership as a social worker. Maintains compliance with the AASW Continuing Professional Development Policy in order to meet the Eastern Health Allied Health credentialing standard.

Mandatory:

- Extensive post-graduate experience working as a Social Worker (minimum 10 years).
- A high level of clinical expertise, including in the provision of biopsychosocial assessment, formulation and evidence based therapeutic interventions within public specialist Infant, Child and Youth services.
- Extensive leadership, education and administrative experience within a health setting.

Essential:

- A demonstrated capacity to inspire, influence and motivate staff and to contribute to a positive and compassionate organisational culture.
- Ability to lead and develop creative and strategic solutions within a complex healthcare environment.
- Advanced interpersonal skills, including oral and written communication, leadership and conflict management.
- Demonstrated capacity to operate at a strategic and operational level involving research & quality activities, including innovative, service delivery models.
- Demonstrated ability, knowledge and experience to lead the professional development of others
- Demonstrated ability to provide high level teaching, training and supervision to staff and students.
- A demonstrated understanding of and capacity to deliver a high-quality consumer, carer and family focused services.
- Expert knowledge of current national and state directions and policies in the delivery of mental health services and relevant legislation, as well as profession specific initiatives and development.

- A commitment to maintaining up-to-date, clinical knowledge through professional development and literature.

Desirable:

- Relevant post-graduate qualifications, for example, Masters of Family Therapy, Masters of Mental Health Science - Child Psychotherapy
- Experience in clinical research and/or the incorporation of research and evaluation practices into clinical practice