

POSITION DESCRIPTION

Position Title:	Clinical Lead / Clinical Educator headspace Batemans Bay & headspace Narooma
Position Type:	Full time 1.0 FTE, fixed term contract until 30 June 2026
Location:	Batemans Bay, NSW
Reporting Relationship:	The position reports directly to the Manager, headspace Batemans Bay & headspace Narooma
Position Classification:	The position is classified at band E in accordance with the RACR Enterprise Agreement
Reviewed on:	September 2024

Relationships Australia Canberra & Region (RACR) honours Australia's First Peoples. We expect every member of staff to work towards their own cultural awareness and fitness and participate in cultural training and discussions during the course of their work with our organisation.

Roles and responsibilities

In close collaboration with the Centre Manager, the Clinical Lead / Clinical Educator provides clinical oversight, coordination and delivery of mental health and other core streams within headspace Batemans Bay & headspace Narooma to young people aged 12-25 years.

The Clinical Lead / Clinical Educator will provide clinical supervision to all clinicians, private practitioners, early career pathway graduates and students, ensuring day-to-day clinical work is carried out to effectively and safely to meet the needs of young people.

The Clinical Lead / Clinical Educator will contribute to the development of evidence-based and innovative clinical services and will promote the delivery of youth health services that are of the highest quality. The Clinical Lead / Clinical Educator will also be responsible for clinical and caseload reviews and will actively manage referrals and demand for services. Where required or during high demand the Clinical Lead / Clinical Educator may carry a caseload.

The Clinical Lead / Clinical Educator will be adept in leading a multidisciplinary team and an experienced and innovative professional with considerable knowledge and experience in youth health service delivery. The Clinical Lead / Clinical Educator will work collaboratively with the Senior Management Team, all clinicians (employed and private practitioners) and will report to the Centre Manager. This position will also form and maintain working relationships with key agencies in the community to establish integrated care pathways for young people and will establish and maintain relationships with education institutions to ensure access to student mental health placements and graduate employment supervision.

This role includes providing clinical oversight to multiple teams delivering services at headspace Batemans Bay & headspace Narooma and outreach locations.

Duties

1) Coordination of services for young people

- In line with RACR's Clinical Governance Framework, assist the Centre Manager and Senior Management Team to provide clinical oversight of programs and identify areas for improved clinical outcome Ensure clinical staff are appropriately oriented and provided with adequate training and provide professional development and support internally to clinicians, students and private practitioners
- Develop and facilitate external referrals pathways to other services as deemed appropriate
- Ensure intake and clinical case review meetings occur regularly and that clinical documentation is completed appropriately and audited for continuous quality improvement
- Develop, review, and provide education and health promotional activities internally and to other organisations and the community

2) Provision of Clinical Education / supervision

- Coordinate student and graduate placements and maintain relationships and MOUs with relevant universities
- Support the development and delivery of the student placements program
- Coordinate student placements for the headspace service and maintain relationships with relevant universities
- Support the onboarding, induction and field supervision of students
- Assist all early career graduates in applying education program knowledge to clinical practice
- Support clinical supervision of early career graduates and students
- Participate in Advisory Groups (shared among the Clinical Educator network)
- Participate in Clinical Educator Community of Practice
- Participate and lead in continuous quality improvement activities

3) Develop, review and refine clinical policies and procedures to support our programs

- Support the Centre Manager, other Senior Management Team, and staff to:
 - Develop and review clinical policies and procedures to align with headspace National practice principles and RACR policy framework.
 - Provide support for clinical governance and operational matters
 - Review and manage policy and procedure concerning clinical triage, assessment and referral including clinical escalation

4) Leadership and management of programs in partnership with the Centre Manager and Senior Management Team

- Monitor and lead the ongoing delivery and improvement of a high standard of contemporary evidence-based case management and support to clients, including appropriate clinical services across the youth health spectrum
- Provide clinical leadership, consultation and expertise to clinicians and private practitioners in the delivery of specialist health care to young people and their families

- Demonstrate and maintain personal competency in the performance of high quality clinical and technical skills through involvement in direct service delivery
- Assist with contract and organisational compliance around clinical standards, including:
 - Implementing and reviewing *The RACR Clinical Governance Framework through active participation at the Clinical Governance Sub-Committee*
 - headspace Integrity Model Integrity Framework (hMIF)
- Contribute to the vision, strategic planning, and development of the organisation and actively and positively participate as a member of the management team
- Assist in the recruitment and line management of clinical staff in collaboration with the Centre Manager
- Manage clinical resources and rosters in a flexible and efficient manner to effectively manage client loads and to ensure timely and responsive service delivery
- Ensure compliance with relevant quality and safety professional and healthcare standards
- Build and maintain effective relationships with key stakeholders involved in the provision of health, mental health, drug and alcohol and psychosocial services to young people and their families
- Participate in relevant training and development activities as an effective team member

4) Generic Functions

- Participate in and ensure the collection of all relevant data to measure deliverables and continuously improve and evaluate the delivery of services
- Work collaboratively with the government and non-government organisations to improve outcomes for shared clients
- Contribute to program and service development through participation in continuous quality improvement activities
- Other duties as directed by the Centre Manager.

Selection criteria

Essential

1. Tertiary qualifications in a mental health discipline including social work, psychology, mental health nursing or occupational therapy.
2. Current full registration with the Australian Health Practitioner Regulation Authority or eligibility for membership with the Australian Association of Social Workers.
3. Demonstrated experience and advanced level clinical skills in a range of mental health service settings, including complex clinical intake, assessment and referral, as well as managing young people at risk, including suicide and violence risks.
4. Demonstrated experience in the leadership of multidisciplinary teams, including the provision of clinical supervision and the facilitation of clinical review and performance management processes.
5. Demonstrated understanding of Aboriginal and Torres Strait Islander culture, culturally diverse and LGBTQIA communities.
6. Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines, while demonstrating adaptability and flexibility to changing work environments.
7. Exceptional interpersonal skills with the ability to work with a diverse range of people and as a collaborative team member.

Desirable

1. Post graduate qualifications in an area related to youth mental health.
2. Psychology only: Australian Health Practitioner Regulation Agency (AHPRA) approval to provide supervision to clinical placement students.

Special Requirements:

Capacity to work outside of normal business hours occasionally and willingness to travel to support RACR services

Must provide current proof of registration for the NSW Working with Children Check/ ACT Working with Vulnerable Persons card

Commitment to mission and values of Relationships Australia Canberra & Region.

Understand and embed restorative principles in their work and interaction with others.

Prepared to undertake a police check.

NSW mandatory vaccinations as per the public health order



PAID
PROFESSIONAL
DEVELOPMENT

Individual allocation to increase professional skills and knowledge.

Contributions to professional registration costs.



PAID STUDY LEAVE

Ability to apply for specific study leave of two weeks each year



FLEXIBLE WORK
OPTIONS

Supportive conditions for work life balance

Flexible rostering including part time options

Working from home or remote locations

LEAVE PROVISIONS

Paid Parental leave

Ability to purchase up to an additional two weeks of leave each year



End of year shut down paid leave

ENTERPRISE
AGREEMENT



Above award provisions that benefit employee

WORK WITHIN
YOUR COMMUNITY



Opportunity to enhance the lives of others and assist people to live a safe, inclusive and valued life

NOT FOR PROFIT
SALARY PACKAGING



Ability to reduce your taxable income, meaning you may pay less tax on your income

PROFESSIONAL
SUPERVISION



Structured clinical supervision to support and reflect on work practices, experiences, and enhance development and professional growth

EMPLOYEE
ASSISTANCE PROGRAM



Free and confidential sessions for employees and immediate family members