

Mission Statement

Bellarine Community Health – Strategic Directions 2018 -2022

VISION

Bellarine Community Health will be the lead in primary health services in Victoria.

MISSION

Bellarine Community Health delivers a broad scope of health services and wellbeing programs for all people in our diverse communities.

VALUES & BEHAVIOURS

Community First: We work with our diverse communities to deliver what matters and what makes a difference. We make decisions with empathy and recognise that our communities are at the core of every decision we make.

A positive and inclusive environment: We respect, care, support, nurture, empower, and help each other. We promote a creative, open and safe inclusive environment. Everyone is encouraged to explore opportunities, share ideas, enjoy themselves, excel in their personal development and achieve high levels of personal satisfaction.

Excellence: We take pride in delivering services and programs that exceed client, carer, and community expectations. We continually improve what we do, aim for professional excellence and deliver person centred outcomes.

Leadership: We are all leaders in the achievement of our vision, mission, strategic objectives, and our organisational values. We work together, using our skills and knowledge to identify and meet the challenges.

Integrity: We are honest and transparent. We share our knowledge, say what we believe, and do what we say. We listen and respond. We take responsibility, individually and as a team.

STRATEGIC DIRECTIONS

Strategic Objective One - SERVICES & PROGRAMS

Create and extend services and programs which are designed, delivered and responsive to our changing and diverse communities

Strategic Objective Two - COMMUNITY

Increase inclusive participation and community empowerment, and facilitate two-way awareness between BCH and our diverse communities

Strategic Objective Three - STAFF & VOLUNTEERS

Ensure the best mix of staff & volunteers, with the right culture, right skills, and right numbers, as we grow our services & programs

Strategic Objective Four - QUALITY & SAFETY

Ensure that all our services and programs are excellent

Strategic Objective Five - STRATEGIC FINANCES

Ensure BCH is financially viable and sustainable for the future through exploring funding opportunities.

Position Information

| | |
|----------------------------------|---|
| Position Summary | <p>The Practice Lead is a key leadership position within the headspace Ocean Grove satellite team and provides oversight to the coordination and delivery of clinical services. In partnership with the Operations Lead the Practice Lead is responsible for providing clinical leadership and direction to the satellite team, ensuring that day-to-day clinical work is carried out to effectively meet the needs of young people.</p> <p>This role will provide clinical leadership to the satellite team including subcontracted staff, ensuring that day-to-day clinical work is carried out in alignment with best practice principles. This role will actively promote a practice approach that is client centred care and family inclusive to effectively meet the needs of young people and their family or carers.</p> <p>In partnership with the Operations Lead, the Practice Lead will facilitate the development of evidence-based and innovative clinical services, facilitate clinical and caseload reviews, and actively manage referrals and demand for clinical services.</p> <p>When required or during high demand, the Practice Lead may also contribute directly to casework responses. This may include brief co-work with allocated headspace clinicians and direct contact with family or friends when required.</p> <p>The Practice Lead of the headspace Ocean Grove satellite will work closely with the Clinical Lead of headspace Geelong, to ensure that practice development activities are aligned, and all headspace sites in the region achieve a cohesive model.</p> <p>A headspace centre operates in accordance with the headspace Centre Service Model and provides all four core streams including Mental Health, Physical and Sexual Health, Alcohol and other drugs and Vocational and Educational support.</p> <p>A headspace satellite provides a minimum of 3 of the 4 core streams and is linked to a parent headspace centre.</p> <p>headspace Ocean Grove is a satellite of headspace Geelong.</p> <p>To find out more about headspace visit http://headspace.org.au/</p> |
| Reports to Direct reports | <p>Operations Lead – headspace Ocean Grove</p> <p>Mental Health Clinicians, AOD Clinicians, Youth Engagement Workers</p> |
| Program | Child, Youth and Families |
| Location | Bellarine Community Health – headspace Ocean Grove |
| Agreement | Victorian Community Health sector (Audiologists, Dietitians, Pharmacists & Psychologists) 2018-2021 |

| | |
|--|--|
| Employment type/term | Part time – 15.2 hours per week (0.4 FTE) Fixed term (tied to national funding) Probation Period: 6 months |
| Remuneration and benefits | Salary commensurate with experience and qualifications Access to excellent salary packaging provisions Employer Superannuation of 9.5% |
| Employment Conditions | The position holder must present evidence of the following: <ul style="list-style-type: none"> • Current Working with Children’s check • Current and satisfactory Police Check (12 months from date of application). • Current Victorian Drivers’ License • Eligibility to work in Australia (if applicable) • NDIS worker screen (if applicable) |
| Organisational Requirements | |
| Diversity | <ul style="list-style-type: none"> • Commit to providing a safe and welcoming health service for everyone, and being respectful towards the organisation, colleagues, young people, family, friends and consumers at all times |
| Child safety | <ul style="list-style-type: none"> • Commit to protect children and reduce any opportunities for abuse or harm to occur |
| Policies and Practices | <ul style="list-style-type: none"> • Read, understand and comply with all BCH policies, procedures and reasonable directions whilst demonstrating professional workplace behaviours in accordance with the BCH code of conduct |
| Consumer engagement | <ul style="list-style-type: none"> • Seek and facilitate consumer and community participation to ensure the healthcare we deliver is safe, high quality and meets the needs and preferences of our diverse communities and their voice supports the design, development, and delivery of services |
| Person/Family centred practice | <ul style="list-style-type: none"> • Ensure young people/family participation allows their central and continuous involvement regarding matters that impact their health and wellbeing |
| Occupational Health and Safety (OH&S) | <ul style="list-style-type: none"> • Take reasonable care for your own safety and that of others in the workplace or who may be affected by your actions or omissions • Co-operate with any actions taken by BCH to comply with the OH&S Act 2004 and attendant regulations • Not intentionally or recklessly interfere with or misuse anything provided at your place of work in the interests of health, safety and welfare Report hazards, injuries and incidents as necessary, particularly as they relate to client risk |
| Strategy and Planning | <ul style="list-style-type: none"> • Participate in planning processes, including program, team and individual to ensure alignment to the BCH strategic plan |
| Continuous Quality Improvement | <ul style="list-style-type: none"> • Adopt and promote a culture of Continuous Quality Improvement (CQI). Contribute to the accreditation process, including identifying, developing, implementing and evaluating quality improvement activities |
| Risk Management | <ul style="list-style-type: none"> • Comply with BCH Risk Management system and relevant legislation. Actively contribute to creating an organisational culture that promotes risk identification and mitigation. |

| | |
|--------------------------|---|
| | Report incidents in a timely way, as per contractual obligations |
| Equal Opportunity | <ul style="list-style-type: none"> BCH is an Equal Opportunity Employer and diversity in the workforce is valued and encouraged. |

Position Specific Responsibilities

Leadership and Management

- Monitor the ongoing delivery and improvement of a high standard of evidence-based care to young people, including appropriate clinical services across the mental health spectrum.
- Provide clinical leadership, consultation and expertise to headspace clinicians and Private Practitioners in the delivery of specialist mental health care to young people and their families.
- Provide responsive support to the day-to-day operations of the headspace satellite
- Ensure clinical staff are appropriately oriented and provided with adequate supervision, training, and professional development. This may also involve the clinical supervision of tertiary students where applicable.
- Support operationalising and review the clinical governance framework in conjunction with Operations Lead – headspace Ocean Grove, BCYF headspace Geelong Operations Manager, BCYF headspace Geelong Clinical Lead
- Participate in annual and biannual meetings with headspace Geelong leadership, to create and review Centre Annual Plans, Community Engagement Plans (and the like), to ensure a consistent and cohesive headspace service offering throughout the region
- Demonstrate and maintain personal competency in the performance of high quality clinical and technical skills through involvement in direct service delivery.
- Contribute to the vision, strategic planning, and relevant policy development for the headspace satellite and actively participate as a member of the management team.
- Ensure the collection of all relevant data in order to measure deliverables and continuously improve and evaluate the delivery of services at the headspace satellite.
- Ensure clinical review meetings occur regularly and that clinical documentation is completed appropriately.

Quality and Safety

- Ensure compliance with relevant quality and safety professional and healthcare standards.
- Identify clinical risk issues and areas for improved clinical outcomes.
- Identify reportable critical incidents for reporting to headspace Geelong and funders, as per contractual obligations
- Participate in monthly clinical review meetings with headspace Geelong counterparts, to jointly reflect on practice, monitor feedback, manage the HMIF accreditation cycle
- Actively translate best practice guidance from hNO Our Space into satellite operations

General

- Develop and maintain effective relationships with key stakeholders involved in the provision of health, mental health, and psychosocial services to young people.
- Active involvement in professional development to build theoretical knowledge and practice capability
- Participate in relevant team training and development activities as an effective team member

- Participate in individual performance reviews
- Active involvement in the application of quality and risk management frameworks
- Comply with the standards of a child safe organisation in both practice and culture
- Have some flexibility to travel, and to work after hours
- Other duties consistent with the position where required and/or requested by management from time to time.

Key Performance Indicators

- Review of clinical outcomes and governance issues to be completed within supervision
- Review of program deliverables with leadership team on a regular basis
- Demonstrated flexibility and responsiveness to service demand with demand management strategies reviewed on a regular basis
- Demonstrated participation in continuous quality improvement and risk management activities
- Adherence with Child Safe Standards.
- Complete all administrative tasks in a timely manner
- Comply with BCH position related OH&S Responsibilities
- Demonstrate a commitment to ongoing personal and professional development and competency in performance of high-quality clinical skills
- Actively co-operate as a member of a team, following the values and principles of BCH

Key Selection Criteria and Skills/Attributes

Essential

Qualifications and Registrations

- Tertiary level qualifications in an allied health discipline including Psychology, Social Work, Occupational Therapy or Nursing with post-graduate qualifications in mental health.
- Current full registration with the Australian Health Practitioner Regulation Authority (AHPRA) or current full membership with the Australian Association of Social Workers (AASW).

Experience

- Demonstrated experience and advanced level clinical skills in a range of mental health service settings.
- Experience in complex clinical triage, assessment and referral.
- Demonstrated experience the provision of clinical supervision and the facilitation of clinical review and performance management processes.
- Advanced clinical skills in managing young people at risk, including suicide and violence risks.

Knowledge and Skills

- Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.
- Highly developed verbal and written communication skills.
- Exceptional interpersonal skills with the ability to work with a diverse range of people.

Personal Attributes

- Ability to relate to and work effectively with young people.
- High levels of professionalism, confidentiality and discretion

| | |
|--|---|
| | <ul style="list-style-type: none"> • Positive and collaborative team player. • Adaptability and flexibility to changing work environments and requirements. • Employment conditions • Evidence of all required employment condition documents <p>Immunisation Status: If you are applying for a position in dental, nursing, sterilising or podiatry, you are required to have the following vaccinations: Hepatitis B, MMR, Pertussis and Varicella. If you are applying for a position working with children, you are required to have the following vaccinations: MMR, Pertussis, Varicella. <i>Influenza vaccination is recommended for all staff.</i></p> |
| Desirable | <ul style="list-style-type: none"> • Post graduate qualifications in an area related to youth mental health. • AHPRA approval to provide supervision to clinical placement students. • A broad understanding of the primary care health system in Australia. • A broad understanding of the challenges and experiences of young people in Australia, including specific community factors. |
| Position Description Acknowledgement | |
| I have read, understood and agree to comply with the above position description. | |
| Name of staff member: | |
| Signature of staff member: | |
| Date: | |
| Exec Managers signature: | |
| Date: | |

For more information about Bellarine Community Health visit our website: www.bch.org.au