



headspace

National Youth Mental Health Foundation

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Position Description

Mobile Assessment & Treatment Team, Team Leader

Location:	South Australia
Department:	headspace Youth Early Psychosis Program (hYEPP)
Employment Type:	Full Time, Maximum Term
Approved By:	Greg Young
Date Approved:	December 2017
Agreed By:	_____
Date Agreed:	_____

1. HEADSPACE PURPOSE

To build the resilience of young people and the future potential of Australia by delivering effective youth mental health services in partnership with young people, their families and their local communities.

2. HEADSPACE VALUES

It is a requirement of all **headspace** positions that work will be undertaken in line with the **headspace** values as follows:

- Innovative – We have the courage to explore new ideas and take new approaches
- Collaborative – We bring the right people together to get the best result
- Inclusive – We respect and value diversity and believe everyone counts
- Passionate – We are dedicated to making a difference in the lives of young people and their families
- Responsive – We listen to community needs and deliver on expectations to achieve great results

3. POSITION SUMMARY

The position of Mobile Assessment and Treatment Team (MATT) Team Leader is a key management position within **headspace** Adelaide. The MATT Team Leader is responsible for providing Team Leadership and line management for staff within the team. The MATT Team Leader will ensure that services provided maintain fidelity to the Early Psychosis Prevention and

Centre (EPPIC) model of care and other relevant guidelines and are delivered in accordance with the **headspace** philosophy.

Reporting to the Manager **headspace** Youth Early Psychosis Program (hYEPP), the MATT Team Leader will contribute to the development of innovative clinical services within hYEPP. The focus of the MATT Team Leader is on the provision of a comprehensive assessment and intensive, extended hours, seven day, home treatment service to young people presenting with or at risk of a first episode of psychosis who are new to the service or who are already engaged with the service and are require intensive support in the community.

4. POSITION CONTEXT

headspace Adelaide is operated by **headspace** Services Limited (a subsidiary of **headspace** National Youth Mental Health Foundation). **headspace** Adelaide consists of a **headspace** Centre and the South Australian **headspace** Youth Early Psychosis Program (hYEPP).

The hYEPP will ensure provision of early intervention, responsive, and recovery focused care for young people aged 12 – 25 years who are at risk of or experiencing a first episode of psychosis as based on the EPPIC model of care.

The overall aims of clinical care within the hYEPP service are:

- To detect early those young people who are experiencing, or at risk of, a first episode of psychosis.
- To reduce the duration of untreated psychosis in order to minimise the impact of a first episode of psychosis on the normal developmental trajectory of the young person.
- Intervene early and effectively with young people at risk of a first episode of psychosis to prevent the onset of psychotic illness.
- To provide a responsive and seamless access to service for young people and their family/significant others with early psychosis and first episode psychosis.
- Enable both symptomatic and functional recovery from a first episode of psychosis.

The MATT Team Leader will work collaboratively with key agencies in the community that are engaged in the treatment of young people assessed to be at high risk of or experiencing a first episode of psychosis. In addition, the MATT Team Leader will ensure that program resources including staff are managed effectively and efficiently. The MATT Team Leader will hold responsibility for the operational management, administrative management and systems maintenance of the MATT team.

5. KEY RESPONSIBILITIES/OUTCOMES

5.1 Service Development

- Contribute to service development of which achieves timely, high quality, youth friendly and engaging services for young people entering into the hYEPP service or in crisis and deemed appropriate for intensive, community based treatment.
- Ensure that the services provided by MATT are consistent with the EPPIC model, standards and guidelines for evidence based practice and other relevant best clinical practice guidelines and standards.
- Establish and monitor protocols, documentation and operational manuals that support the clinical functioning of the MATT and contribute to the development of policies and procedures for the hYEPP.

5.2 Leadership

- Provide Team Leadership, consultation and expertise to MATT clinicians in the delivery of acute mental health care to young people with early psychosis and their families.
- Maintain high quality clinical skills through involvement in direct service delivery and, be available for expert consultation and to provide direction to MATT clinicians as required.

- Contribute to the vision, strategic planning and policy development for the service and actively participate as a member of the management team.
- Hold regular staff meetings, planning sessions and review meetings.
- Ensure that assessment, risk assessment, crisis response and home based treatment are given equal priority and ensure that the team focuses on providing home based care as the preferable assessment and treatment option.
- Ensure targets are developed and assist in any evaluation processes including the collection, recording and analysis of data and that the team completes all Minimum Data Set requirements and clinical documentation required including outcome measurement.
- Ensure that any research and clinical improvement projects are disseminated and that research and improvement strategies are well integrated into clinical practice.

5.3 Governance

- Ensure the continuing improvement of the clinical services delivered.
- Ensure there are regular (daily) clinical review meetings with documented clinical treatment plans and chair the same, or delegate responsibility to a senior team member, as required.
- In collaboration with the Consultant Psychiatrist (MATT) and other senior staff, develop strategies for monitoring service provision, service improvement and evaluation of the acute stream.

5.4 Liaison

- Optimise continuity of care by ensuring that the MATT team integrated across hYEPP and with **headspace** Adelaide.
- Develop and maintain effective relationships with key stakeholders involved in the provision of health, mental health and psychosocial services to young people.
- Represent the service at any external forums.

5.5 Resources

- Ensure that staff of the team are effectively oriented, trained, supervised and provided with appropriate professional development to allow them to provide high quality clinical services.
- Organise resources and rosters in a flexible and efficient manner to effectively manage work flow.
- Manage the resources of the team to ensure timely, efficient, responsive and effective service delivery

5.6 Other

- Other duties consistent with the position where required and/or requested by a member of the **headspace** Adelaide leadership team.

6. SELECTION CRITERIA

6.1 Essential

- Approved tertiary qualification in an allied health discipline, including social work, psychology (clinical, counselling, 4+2 and 5+1 pathway), mental health nursing, and occupational therapy.
- Eligibility for membership of an appropriate professional body. Social workers are required to be eligible for full membership with AASW. Psychologists, mental health nurses, and occupational therapists are required to have full registration with AHPRA.
- Demonstrated knowledge or experience with young people who present with first episode and/or at ultra-high risk of psychosis.
- Advanced level of clinical skills with young people and their families.
- Significant experience in the development and management of multidisciplinary teams, including the provision of clinical supervision and creation of a team culture that is based on hope, optimism and a recovery framework.
- Experience in performance management, supporting clinical staff and their professional development.

- Ability to use relevant information technology, electronic recording systems and data management tools.
- Demonstrated ability to develop and maintain relationships which encourage collaboration, participation and cooperation across disciplines and across services and a range of external stakeholders.
- Experience in service development and maintaining continuous quality improvement.
- A broad understanding of the mental health service system in Australia, including the range of professionals that work within, or come into contact with, the mental health sector.
- Highly developed communication skills, both verbal and written, with an ability to interact with a diverse range of people, for example, young people, health professionals, academic researchers, service providers, etc.
- Ability to work in a highly productive environment with time pressures while managing multiple tasks.
- Ability and preparedness to integrate clinical practice with research and evaluation.
- Knowledge of relevant legislation pertaining to mental health services particularly for young people between the age of 12-25 years and their family.

6.2 Desirable

- Experience in roster development and management.
- Previous experience in working in a senior and/or management role in an acute setting and/or mental health crisis service.
- Experience in working in a service for young people experiencing or at risk of a first episode of psychosis.
- A post graduate qualification in an area relevant to youth mental health and/or first episode psychosis.

7. POLICIES AND WORKPLACE PRACTICES

All **headspace** employees are required to acquaint themselves with the organisation's policies and procedures and to abide by them at all times.

It is expected that at all times, employees will:

- be respectful towards the organisation, colleagues, clients and the general public
- be cognisant with and uphold the objectives and philosophy of **headspace**
- act collaboratively with all colleagues
- act in a safe and responsible manner at all times