

Position Description

hYEPP Community and Stakeholder Liaison
headspace Adelaide Youth Early Psychosis Program

Location: South Australia

Department: **headspace** Adelaide

Employment Type: Part Time, Maximum Term, 0.5 FTE

Approved by: Greg Young

Date Approved: June 2017

Agreed by: _____

Date agreed: _____

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.

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

POSITION SUMMARY

The hYEPP Community and Stakeholder Liaison is a key position within the **headspace** Adelaide Youth Early Psychosis Program (hYEPP) and provides oversight to the coordination of case detection as well as education and awareness raising with key stakeholders in the mental health landscape as well as servicing the needs of the wider community

This position will also support the **headspace** Adelaide Primary Platform as required.

The hYEPP Community and Stakeholder Liaison acts a conduit for information sharing and awareness raising around early detection for youth at risk of early psychosis in the wider community. The incumbent will have a strong understanding of the development of psychosis, its impact and treatment options. In addition, the hYEPP Community and Stakeholder Liaison will provide information about early detection for the Ultra High Risk cohort to support early intervention with key stakeholders who may be working with youth at risk of psychosis. The hYEPP Community and Stakeholder Liaison will work with the Manager to support the development of MOU's, SLA's and partnerships with consortium members and other relevant services to support seamless service delivery across sectors for young people. This person will engage in broader community events with the headspace Adelaide Community Engagement Team Leader and provides support to the hYEPP Promotion and Engagement Officer in the delivery of hYEPP specific training packages to wider community groups (schools/ sports clubs etc). The Community and Stakeholder Liaison may also be required to facilitate and support psycho-education groups for families and friends within the Functional Recovery arm of the hYEPP service.

POSITION CONTEXT

headspace Adelaide is operated by **headspace** Services Limited. **headspace** Adelaide consists of **headspace** Primary Platform, as well as the **headspace** Youth Early Psychosis Program (hYEPP).

The Community and Stakeholder Liaison works as part of hYEPP. This position reports to the **headspace** Adelaide Manager and works to:

- Improve mental health literacy around early psychosis
- Support and facilitate early detection of young people at risk of psychosis and reduce duration of untreated psychosis
- Enhance relationships with key stakeholders across the community and with key stakeholders, including supporting the development of SLA's where appropriate.

headspace centres aim to create highly accessible, youth friendly, integrated service hubs that provide evidence based interventions and support to young people aged 12-25 years. **headspace** Adelaide delivers services comprising of mental health, alcohol and other drugs, primary care and vocational services. The aim is to improve outcomes for young people by addressing the major barriers for service use, and enabling better access to, and engagement in, early intervention services that provide holistic and integrated care.

headspace Adelaide is operated by **headspace** Services Limited, a subsidiary of **headspace** National Youth Mental Health Foundation. Through the functions of mobile assertive assessment and treatment and continuing care, **headspace** Adelaide hYEPP provides young people and their families with access to the Psychiatric and Allied Health support needed to recover from an experience of psychosis or a period of increased risk of psychosis. **headspace** Adelaide hYEPP also engages in community awareness and seeks to develop and implement innovative programs to improve the mental health and wellbeing of young people in the Adelaide region who may have had an experience of psychosis or who are at increased risk.

headspace Adelaide hYEPP aims to contribute to highly accessible, youth friendly, integrated service hubs in Adelaide and Noarlunga that provide evidence based interventions and support to young people aged 12–25 years. Through the delivery of an early psychosis service

with a high level of fidelity to the EPPIC model of care, the aim of the program is to improve outcomes for young people by addressing the major barriers for service use, and enabling better access to, and engagement in, early intervention services that provide holistic and integrated care.

KEY RESPONSIBILITIES/OUTCOMES

- Working closely with the **headspace** Adelaide team to ensure that Community Education and Awareness program reflects the needs of the EPPIC model
- Providing development of new projects and service initiatives in relation to raising community awareness around early psychosis with key stakeholders
- Developing and providing community education sessions on hYEPP services to key stakeholders and wider community groups to facilitate early detection and improve mental health literacy for early psychosis, particularly those who may be in contact with youth at risk of psychosis
- Support headspace Manager to build clinical pathways for key stakeholders to support early intervention and case detection, including MOU, SLA and partnership agreements that facilitate seamless care delivery for hYEPP clients
- Assist hYEPP Functional Recovery Team in developing and reviewing programs that increase community awareness
- Assist with **headspace** Adelaide fundraising projects
- Plan and facilitate and participate in relevant forums and provide input around community engagement and education
- Coordinate external community engagement and resource requests specific to hYEPP
- Develop and facilitate events, projects, activities and programs that include increasing mental health literacy of young people and the wider community around early psychosis.
- Keep up to date and distribute relevant youth sector trends, gaps and information.
- Contribute to the integrity of all internal information systems as required, by maintaining data through timely updates and revision information.
- Ensure the collection of all relevant data in order to measure deliverables and continuously improve the delivery of services.
- Provide timely, high quality reports as required in collaboration with all **headspace** Adelaide staff specific to Community Awareness, Education and Stakeholder relationships within the hYEPP team
- Achieve high quality service delivery, through engaging in the business improvement process and contribute and comply with all processes and procedures in the Integrated Quality System.
- Participate in relevant training and development activities as an effective team member.
- When required, support the Community Engagement Manager in events that support headspace Adelaide Centre.

Working Relationships

This position:

- Reports to the **headspace** Adelaide hYEPP Manager
- Is a member of the **headspace** Adelaide hYEPP Team and supports the Clinical Lead and Manager
- Liaises and works cooperatively with all external stakeholders and members.

SELECTION CRITERIA

Essential Requirements

- Relevant tertiary qualifications in either Community Development, Social Planning, Social/Behavioural Science, Social Work or other relevant field. Or demonstrated substantial and extensive experience in the youth sector.
- Strong experience and expertise with social media as a communication tool.
- Proven ability to handle high volumes of work, prioritise workloads and meet agreed timeframes.
- A particular skill, passion or area of experience in working with young people.
- A broad view of the range of services available to young people in the local government, health, education, employment and youth sectors.
- Coordinating and facilitating youth programs and services within a community setting.
- Strong information technology and information management skills, with experience in the use of Outlook, Word, Excel and PowerPoint.
- Highly developed customer service, problem solving and interpersonal skills in order to be able to work with all staff, stakeholders and members in a team based environment.
- Excellent verbal and written communication skills.
- Professional, ethical with a high level of self-motivation and initiative.
- Willingness to learn.

Desirable Requirements

- Knowledge of the EPPIC model and its delivery in practice from clinical perspective
- Additional qualifications or accredited training undertaken in relevant fields will be valued.
- Event management skills will be highly regarded.
- Youth counselling skills and experience.
- Working with volunteers and community groups.
- Managing projects/programs.
- Knowledge of Primary Health Care practice.

POLICIES AND WORKPLACE PRACTICES

All **headspace** employees are required to acquaint themselves with the organisation's policies and procedures and 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.

OTHER ROLE REQUIREMENTS

- Appointment is subject to a current Working with Children/Police Check.
- Current driver's license and access to their own vehicle. Mileage is reimbursed by **headspace** Services Limited.
- 6 month probationary period and an Annual Performance Review and Development plan.
- Some flexibility will be required to work after hours including weekend and evening and interstate/intrastate travel may be required
- Approved qualifications and current eligibility to work in Australia
- A broad understanding of the mental health service system in Australia