

Position Description

Clinical Advisor Vocational Services

Location: National Office - Melbourne

Department: Vocational Programs

Level: HS5

Employment Type: Maximum Term, Full Time

Approved By: Carolyn Watts

Date Approved: April 2020

Agreed By: _____

Date Agreed: _____

1. HEADSPACE VISION

All young Australians are supported to be mentally healthy and engaged in their communities.

2. HEADSPACE MISSION

headspace collaborates to design and deliver innovative ways of working with young people to strengthen their mental health and wellbeing.

3. HEADSPACE VALUES

At headspace, we are inspired by and believe in the power of youth. We work together to deliver authentic, progressive and inclusive services to build a brighter future with young people. We know where we're going, we're guided by our values, and we're committed to getting there together. Our people play an important part in shaping our culture and therefore, all headspace employees are expected to undertake their work in accordance with the headspace values as follows:

- **Inclusion** - We have a welcoming, safe and inclusive work environment - we believe that there is strength in difference
- **Collaboration** - We share information and work collaboratively, internally and externally, to deliver great outcomes with young people
- **Agility** - We are agile and innovative in our approach, so that we continue to meet the changing needs of young people
- **Excellence** - We have dedicated people who are empowered to deliver on our promises so that we can provide professional, high quality services



4. HEADSPACE VISION FOR RECONCILIATION

The headspace vision for reconciliation is an equitable Australia where the 60,000 year old cultures and continuing connection to Country of Aboriginal and Torres Strait Islander peoples are respected and celebrated. This future Australia is united by the understanding of our shared past, upholds the rights of Aboriginal and Torres Strait Islander peoples, and embraces self-determination and diversity. The headspace Reconciliation Action Plan formalises our commitment to reconciliation and to strengthening the social and emotional wellbeing of Aboriginal and Torres Strait Islander young people and communities.

5. POSITION SUMMARY

headspace Vocational Services is the operational arm of vocational and education support offered from headspace National. It is currently made up of two online services; headspace Work and Study and headspace Career Mentoring. These programs support young people with achieving their work and study goals in a clinically integrated model that allows for a collaborative and holistic approach to support and recovery. The services work directly with young people leveraging technologies that include web chat, web conferencing, phone, email and live video support. Young people are referred by eheadspace clinicians, headspace Centres, external community organisations or may self-refer.

The Clinical Advisor is an integral member of the team who supports clinical elements of service delivery to ensure young people are receiving safe, effective and appropriate care for their needs. This includes direct service delivery of clinical support to young people, as well as supporting non-clinical staff with consultation, clinical decision making, managing risk and debriefing. This role also includes supporting staff with non-clinical backgrounds with their ongoing learning and reflection of clinical knowledge and practice through psychoeducation and training in supporting young people with complex needs.

6. POSITION CONTEXT

The role requires a health professional with qualifications and 4+ years work history since full qualification with experience in assessment and treatment of mental health and other related issues for young people, in one of the following areas: Social Work, Occupational Therapy, Mental Health Nursing or Clinical or Counselling Psychology.

The incumbent will be a motivated mental health professional, possessing considerable knowledge in youth mental health and will facilitate evidence-based and integrated health care, with the goal of improving outcomes for young people and their families. They will be committed to functional recovery and understand the crucial role that work and study plays in supporting a young person's mental health and wellbeing. As a member of the Vocational Services team, this position will report to the National Clinical Manager Vocational Programs.

7. KEY RESPONSIBILITIES/OUTCOMES

- Provide clinical services to young people and their families, including those of a complex and high risk nature that require a high level of clinical skill. This includes file reviews and audits
- Formulate treatment plans for young people and, in consultation with the National Clinical Manager Vocational Services, follow-up on high risk presentations or safety concerns of young people
- Provide clinical consultations to non-clinical staff to ensure appropriate care and risk planning for young people accessing the services



- Undertake care collaboration with external care providers to ensure holistic and appropriate care for young people in the services
- Support the provision of group supervision and psychoeducation to non-clinical staff and advise leadership regarding the performance and professional development needs of staff as appropriate
- Attend and actively participate in clinical review and team meetings
- Maintain appropriate clinical records and data
- Actively promote Vocational Services with eheadspace and the headspace centre network, and model and demonstrate constructive working relationships and information exchange across the organisation
- Where requested, provide input into the development, implementation and evaluation of clinical guidelines and procedures for Vocational Services to ensure services are clinically sound and evidence based
- Assist in the induction and training of new staff
- Continually build upon knowledge and understanding of Aboriginal and Torres Strait Islander peoples and culture.
- Other duties as directed by the National Clinical Manager and/or Vocational Services Management.

Please note, the definition of staff includes volunteers who provide support to our young people.

8. SELECTION CRITERIA

The following criteria must be met for consideration for this position:

8.1 Essential

- Approved tertiary qualification in an allied health discipline, including occupational therapy social work, psychology (clinical, counselling, and 4+2 pathway and 5+1 pathway) and mental health nursing (minimum 4+ years mental health clinical experience).
- 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
- Experience in the provision of mental health care, including completion of mental health assessments, crisis intervention, psychoeducation and short term treatment to young people
- Advanced level of clinical skills utilising best-practice models within (youth) mental health and significant knowledge in the common mental health issues faced by young people, indicated treatments for high prevalence disorders and the literature underpinning such approaches
- A proven track record in providing support and consultation to non-clinical and/or clinical staff.
- Highly developed and demonstrable interpersonal and communication skills (written and verbal) with an ability to interact with a diverse range of people (eg. young people, health care professionals) as well as demonstrated abilities in problem solving, advocacy and negotiation
- Interest and experience in contributing to the ongoing development and delivery of high quality clinical services with a commitment to continuous improvement.
- Personal commitment to ongoing professional development and learning.
- Ability to work in a highly productive environment with time pressures whilst managing multiple tasks
- Access to a safe and confidential space to work from at home where you can conduct clinical phone calls of a sensitive nature, and reliable internet connection



8.2 Desirable

- Experience with online mental health service provision
- Experience working as a clinician within an employment or education focussed setting (eg. within a school or an employment service provider).

9. 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

