

Position Title:	Team Leader Infant and Child Mental Health & Wellbeing Service Grampians Mental Health and Wellbeing Service
Campus:	Ballarat
Directorate:	Primary and Community Care
Department:	Grampians Mental Health and Wellbeing Service (GMHWS)
Reporting to:	Operational - Deputy Operations Director Professional - Relevant Discipline Lead
Direct Reports:	ICMHWS Mental Health Clinicians

Appointment Terms/Conditions:

Classification and Code:	Registered Nurse RPN5 (NP51) Occupational Therapist Grade 4 (YB24 – YB27) Social Worker Grade 4 (YC46 – YC49) Psychologist Grade 4 (PL1 – PL4)
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (single interest employers) Enterprise Agreement

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit www.grampianshealth.org.au.

Collaboration	Compassion	Accountability	Respect	Innovation
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

Grampians Mental Health and Wellbeing Services (GMHWS) is one part of the mental health eco-system and upholds a human rights-based approach first and foremost. GMHWS partners with people - and their families, carers and supporters- who experience psychological distress and who are the most vulnerable to live well in our community. GMHWS' specialist clinical work creates intentional opportunities for people to gain the confidence, competence and resilience to live expansively with increasing ability to tackle the challenges that life may bring.

The Team Leader works in collaboration with the Consultant Psychiatrist(s) to provide day to day leadership of the Infant and Child Mental Health and Wellbeing (ICMHWS) team. The ICMHWS team is multidisciplinary and inclusive of people with Lived and Living Experience of mental health and wellbeing difficulties.

The Team Leader utilizes well developed leadership skills and extensive clinical experience and knowledge of developmental psychiatry to ensure that the ICMHWS team is adequately resourced, supported, trained and supervised to deliver high quality infant and child mental health and wellbeing services in a way that is safe, effective, places the person and their recovery at the centre of care and makes a positive difference in their life. The Team Leader ensures that the ICMHWS team is integrated with other parts of the mental health and wellbeing service system and is continually improving.

The Team Leader is part of the GMHWS Leadership team and works in collaboration with the GMHWS leadership team to implement service directives arising from Grampians Health strategic directions, Mental Health Royal Commission recommendations, directives from the Department of Health Victoria and the Office of the Chief Psychiatrist, GMHWS service initiatives, and directives from any other relevant bodies (for example, WorkSafe).

The ICMHWS team is a regional team with clinicians based at multiple locations across the Grampians region; some travel across the Grampians region is required.

KEY ACCOUNTABILITIES

- Role model the values of Grampians Health in all interactions with others; whether consumers, carers and/or families, colleagues, internal or external stakeholders and/or service providers
- Manage and coordinate all daily operational requirements of the ICMHWS team to ensure that services are provided in a timely manner in accordance with clinical need and within Departmental and organizational KPIs
- Provide a supportive professional environment by ensuring that all clinicians employed in ICMHWS receive orientation on commencement with the ICMHWS team and monthly line management and clinical supervision to support their learning and ongoing development of clinical practice and ability to deliver safe and effective care
- In collaboration with the GMHWS Learning and Development team identify professional development opportunities relevant to the ICMHWS clinical role and support ICMHWS clinicians to engage in this training
- Facilitate annual performance reviews with all ICMHWS team members (excluding medical workforce and discipline specific students or registrars) to provide feedback, identify further developmental needs and explore opportunities for career development that accommodate personal aspirations and/or organisational needs
- Monitor the ICMHWS team's performance on a number of key measures including but not limited to those listed below, and identify and implement strategies to assist the team in meeting these measures
 - Service Hours
 - Post discharge reviews
 - Wellness and Recovery Plan completion
 - 91 Day reviews
 - Readmission rates
 - Mandatory training
 - Leave management and work/life balance
- Review all ICMHWS incidents logged in Riskman and identify opportunities for Quality Improvement and innovation
- Respond to and manage all ICMHWS feedback in collaboration with Grampians Health Consumer Partnerships and Experience and identify opportunities for Quality improvement and innovation
- Actively engage in all governance and operational meetings and activities as required to implement organizational directives; these may be internal and external
- Engage with internal and external stakeholders and work collaboratively to build relationships, grow and improve service provision and provide coordinated mental health and wellbeing services across the Grampians region

- Effectively and efficiently manage recruitment to vacancies within the ICMHWS team in collaboration with GMHWS Discipline Leads, Grampians Health People & Culture Business Partner and Grampians Health Talent Acquisition Team
- Ensure that the ICMHWS team has the necessary resources to deliver safe and effective care and that this occurs within the allocated budget
- Actively support and facilitate local undergraduate student, post graduate and registrar placements within the ICMHWS team

KEY SELECTION CRITERIA

Qualifications

- AHPRA Registration, Nurse Division 1 with many years of relevant experience and a post graduate qualification in Mental Health or have completed a specialist undergraduate Mental Health Nursing Program or a specialist post basic course of training which led to previous registrations as a Division 3 Nurse; or
- Degree or Masters qualification in Social Work along with an Accredited Mental Health Social Work credential. Must be eligible for membership to the Australian Association of Social Workers (AASW). Minimum of 10 years' post graduate experience; or
- AHPRA Registration, Degree or Masters qualification in Occupational Therapy and a minimum of 10 years' experience post graduate experience; or
- AHPRA Registration, with at least 10 years of experience, but no less than 8 years and specialist endorsement from Psychology Board of Australia.
- Qualification and/or training in a management and/or leadership field is desired.

Technical/Professional Knowledge and Skill

- Advanced level of clinical knowledge and skill in the treatment, care and support of children and young people with complex moderate to severe emotional, behavioural or social difficulties. and their families
- Advanced knowledge of mandatory reporting requirements
- Knowledge of relevant legislation, including but not limited to:
 - Mental Health and Wellbeing Act 2022
 - Children and Young People Act 2012
- Demonstrated family and diversity inclusiveness
- Demonstrated Leadership skills
- Demonstrated management skills
- Experience in leading or significantly contributing to a successful change
- Demonstrated abilities in the development and implementation an annual work plan
- Demonstrated understanding of the Victorian Mental Health and Wellbeing service system
- Familiarity with the Royal Commission into Victoria's Mental Health System and a commitment to its recommendations
- Demonstrated staff and human resource management skills
- Computer literacy at intermediate level for Microsoft 366 applications

Work Environment

- The role requires some travel across the Grampians Region

Personal attributes

- **Adaptability:** The ability to maintain flexibility and effectiveness in a climate of major change in work responsibilities or environment; adjusting effectively to work within new work structures, systems and processes, cultures.
- **Leadership Disposition:** Demonstrating the traits, inclinations, and dispositions that characterize successful leaders; exhibiting behaviour styles that meet the demands of a leader role.

- **Work Standards:** Setting high standards of performance for self and others; assuming responsibility and accountability for successfully completing projects; self-imposing standards of excellence rather than having standards imposed.
- **Stress Tolerance:** Maintaining effective performance under pressure or opposition (such as time pressure or role ambiguity); managing self in relation to work pressures in a manner that is acceptable to others and to the organization.
- **Quality Orientation:** Accomplishing tasks in a timely manner and consistent with organisation requirements; ensuring quality is at the centre of consumer and family outcomes.
- **Driving for Results:** Setting achievable goals for personal and team accomplishment; using measurement methods to monitor progress toward goals; working to meet or exceed goals while deriving satisfaction from that achievement and continuous improvement.
- **Innovation:** Generating innovative solutions in work situations.
- **Collaboration:** Working effectively and cooperatively with others; establishing and maintaining good working relationships.
- **Communication:** Clearly conveying information through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message; ensuring all stakeholders are recipients of relevant communication.
- **Managing Conflict:** Dealing effectively with potential or actual antagonistic situation; using appropriate interpersonal styles and methods to reduce tension or conflict between two or more people.
- **Negotiation:** Effectively exploring alternatives and positions to reach outcomes that gain the support and acceptance of all parties.

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleagues.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
 - All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
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- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.