

**Position Title:** Team Leader – Intensive Outreach Team

**Campus:** Ballarat

**Directorate:** Community and Aged Care

**Department:** Grampians Mental Health and Wellbeing Services

**Reporting to:** Direct - Deputy Operations Director Active Recovery  
Indirect – relevant discipline lead including DON, OT Lead, SW Lead, Psychology Lead

**Direct Reports:** Intensive Outreach Team Senior Clinicians  
Intensive Outreach Team Clinicians

### Appointment Terms/Conditions:

**Classification and Code:** Registered Nurse RPN5 Grade 5 (NP51)  
Occupational Therapist Grade 5 (AJ11 – AJ14)  
Social Worker Grade 5 (AJ57 – AJ60)  
Psychologist Grade 4 (Clinical, Forensic or Neuropsychology) (PM1 – PM5)

**Enterprise Agreement:** Victorian Public Mental Health Service Enterprise Agreement (All other disciplines).  
Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement (Psychologists).

### 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](http://www.grampianshealth.org.au).

| <b>Collaboration</b>                                                                                                                | <b>Compassion</b>                                                       | <b>Accountability</b>                                                                                                                     | <b>Respect</b>                                                                          | <b>Innovation</b>                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <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**

As with all program areas within Grampians Health Mental Health and Wellbeing Services, the position is the most senior non-medical clinical position and provides dual governance and leadership along with the Consultant Psychiatrist appointed to the team.

The Team Leader is a key link between consumers receiving service, the team and service leadership. The role is responsible for ensuring an evidence-based model of care in service provision and for leading change on the ground as necessary.

## **KEY ACCOUNTABILITIES**

- Delivery of high-quality, recovery-oriented occupational therapy services that support positive consumer outcomes.
- Completion of assessments, interventions, recovery planning and risk management activities in a timely and effective manner.
- Collaboration with consumers, families, multidisciplinary teams and external stakeholders to achieve coordinated care outcomes.
- Maintenance of accurate, timely and professional clinical documentation and reporting.
- Active participation in supervision, professional development and reflective practice to maintain clinical competence.
- Contribution to a positive team culture, service delivery, and quality improvement initiatives.
- Application of evidence-based practice, sound clinical judgement and occupational therapy principles.
- Provision of inclusive, culturally responsive and person-centred care that meets the diverse needs of consumers and communities.
- Maintenance of professional accountability in line with registration requirements, professional standards and ethical practice.

## **KEY SELECTION CRITERIA**

### **Qualifications**

- Current registration as a Registered Nurse Division 1 with mental health post graduate endorsement, Occupational Therapist or Psychologist with the Australian Health Practitioner Regulation Agency (AHPRA) and the appropriate number of years' experience since registration; or
- Approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers with the appropriate number of years' experience since registration;
- Post graduate qualifications in the area of specialty and/or management would be highly regarded.
- Previous experience in managing a clinical ward/unit/department is preferred but not essential.
- Experienced in contemporary evidence-based best practice and family inclusive treatments
- Substantial clinical experience in a range of Mental Health settings including inpatient and community.

### **Technical/Professional Knowledge and Skills**

- Highly developed mental health assessment skills.
- Demonstrate detailed knowledge and understanding of broader issues, current trends and a range of possible strategies associated with delivery of high-quality mental illness treatment services.
- Sound knowledge and understanding of relevant legislation, including but not limited to: Mental Health and Wellbeing Act 2022 and Amendments, National Standards for Mental Health Services & Privacy Act.
- Knowledge and experience of community liaison and the development of community networks.

- A commitment to providing elevated levels of customer service.
- Leading Change: Driving local change needed to achieve strategic objectives of the program or organisation;
- Continuous Improvement: Originating action to improve existing conditions and processes; identifying improvement opportunities, generating ideas, and implementing solutions.
- Safety Leadership: Actively protecting others' well-being, ensuring compliance with safe operating procedures, and inspiring others' commitment to create and maintain a safe work environment.

#### **Personal attributes**

- Adaptability: Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures.
- Leadership Disposition: Demonstrating traits, inclinations, and dispositions that characterize successful leaders; exhibiting behaviour styles that meet the demands of a leader role.
- Work Standards: Setting standards of performance for self and others to achieve the outcomes of the team; assuming responsibility and accountability for successfully completing assignments or tasks;
- Stress Tolerance: Maintaining stable performance under pressure or opposition

### **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 colleague.
- 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 a 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.

- 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.