

Position Title: Discipline Lead Occupational Therapy Mental Health

Directorate: Allied Health & Mental Health Services

Department: Grampians Mental Health and Wellbeing Service (GMHWS)

Reporting to: Direct: Director, Mental Health
Professional: Chief Allied Health Officer

Direct Reports: Occupational Therapy Graduates

Appointment Terms/Conditions:

Classification and Code: Occupational Therapy Grade 4

Enterprise Agreement: Victorian Public Mental Health 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

The Discipline Lead Occupational Therapy Mental Health provides expert professional leadership, support and advice in the Grampians Mental Health and Wellbeing Service (GMHWS). They are accountable for the profession-specific standards of practice and clinical governance in GMHWS. They will ensure professional standards comply with the relevant legislative requirements; Department of Health guidelines; Grampians Health strategic plans and operational goals, policies and procedures and professional requirements. They will ensure that professional practice is contemporary and evidence based, utilizing clinical supervision, education and leadership. They will provide evidence-based advice and lead change to support high quality, consumer focussed, multidisciplinary care. Together with the Occupational Therapy educators, they will drive workforce development both for Occupational Therapy and for relevant capabilities in the Mental Health workforce. Productive relationships with Mental health and Allied Health leadership are key to the success of this role.

KEY ACCOUNTABILITIES

- Provide professional leadership of Occupational Therapy staff, including oversight of credentialing and scope of practice to ensure an appropriately qualified and skilled workforce
- In collaboration with GMHWS leadership and other professional leads, ensure the development and implementation of a comprehensive workforce development plan with the aim of supporting the graduate program, early career development and ensuring a clinically effective, evidence based professional workforce
- In collaboration with the GMHWS leadership team, develop the systems, processes and change required to ensure efficient, effective and responsive contribution of Occupational Therapy in line with the strategic direction and associated goals
- Ensure evidence-based, best-practice Occupational Therapy standards of care are identified, met, maintained and monitored
- In consultation with the relevant line managers, address Occupational Therapy practice that is not consistent with professional standards and evidence-based practice
- Monitor developments in Occupational Therapy best practice, identifying and escalating those that require considerations for inclusion in clinical practice. Lead any resulting practice and/or policy change, supporting evidence-based practice
- Provide high level professional expertise and advice to internal and external stakeholders
- In collaboration with relevant Directors and line managers, support effective staff recruitment and retention strategies
- Ensure clinical supervision structures and processes are implemented and monitored in line with GH and professional guidelines
- Participate in annual performance and development reviews and identified activities of relevant staff
- Actively contribute to the development and implementation of strategic and operational plans for GMHWS
- Actively participate in relevant forums and meetings to represent the Occupational Therapy discipline perspective as appropriate

KEY SELECTION CRITERIA

Qualifications and Experience

- A tertiary qualification in Occupational Therapy with AHPRA registration. Maintains compliance with the AHPRA requirements in order to meet the GH Allied Health credentialing policy
- A minimum of 10 years' post graduate experience in the profession
- Post-graduate qualifications in clinical practice, leadership, management and/or research or working towards same is desirable
- Extensive experience in health sector leadership and management, particularly in a public health service
- A high level of clinical expertise, including assessment, management and evidence based therapeutic interventions within Mental Health
- Expert knowledge of current national and state directions and policies in the delivery of mental health services and relevant legislation, as well as profession specific initiatives and development

- Demonstrated advanced leadership skills and experience in people management, including an ability to actively develop and empower staff, develop high performing teams and building a positive workplace culture
- Current Victorian Drivers Licence

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 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 assignments or tasks; self-imposing standards of excellence rather than having standards imposed.
- **Stress tolerance:** Maintaining stable performance under pressure or opposition (such as time pressure or job ambiguity); handling stress in a manner that is acceptable to others and to the organization.
- **Driving for results:** Setting high goals for personal and group accomplishment; using measurement methods to monitor progress toward goals; tenaciously working to meet or exceed goals while deriving satisfaction from that achievement and continuous improvement.

Interpersonal Skills

- **Building strategic working relationships:** Developing and using collaborative relationships to facilitate the accomplishment of work goals.
- **Communication:** Clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message.
- **Managing conflict:** Dealing effectively with others in an antagonistic situation; using appropriate interpersonal styles and methods to reduce tension or conflict between two or more people and facilitate agreement.

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.