

## Position Description

Position Title	Team Leader / Senior Clinician
Division	Clinical Operations
Department	Child and Adolescent Mental Health & Wellbeing Service
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2024-2028
Classification Description	RPN Grade 4, Social Work Grade 4, Occupational Therapist Grade 4
Classification Code	NP75 – NP77, HR25 – HR28, HR9-HR12
Reports to	Manager - CAMHWS
Management Level	Tier 4 - Shift Managers, Team Leaders & Supervisors
Staff Capability Statement	Please click here for a link to <a href="#">staff capabilities statement</a>
Mandatory Requirements	<ul style="list-style-type: none"> <li>• National Police Record Check</li> <li>• Working with Children Check</li> <li>• Registration with Professional Regulatory Body or relevant Professional Association</li> <li>• Drivers license</li> <li>• Immunization Requirements</li> </ul>

## Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

## Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

## Our Values

**PASSIONATE** – We are passionate about doing our best – for our patients, our colleagues and our community.

**ACCOUNTABLE** – We take ownership of our actions and outcomes, always striving for integrity and improvement.

**CARING** – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

TRUSTWORTHY - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

## The Position

Team leaders and Senior Clinicians at Bendigo Health are an integral part of the health care service team, providing leadership and direction to a dedicated staffing group.

In the context of an integrated multidisciplinary community mental health team, and under the direction of the Manager and team Psychiatrist (s), the CAMHWS Senior Clinician will provide support and leadership to their designated clinical teams. Providing clinical oversight to the client and their family's/carers clinical journey from intake, assessment and treatment, through to discharge.

The Senior Clinicians within CAMHWS may rotate through the various Senior Clinician roles within CAMHWS.

Child and Adolescent Mental Health and Wellbeing Service operates between 08:30am – 5pm Monday to Friday and is closed on Public Holidays.

## Responsibilities and Accountabilities

### Key Responsibilities

In a multi-disciplinary integrated community mental health team, and under the direction of the Manager and Consultant Psychiatrist(s):

#### Clinical

- Provide bio-psycho-social assessment, deliver contemporary, evidence-based clinical treatment, case management and support to resolve or ameliorate psychiatric illness and emotional distress experienced by infants, children and adolescents, their families and carers, including some with more complex needs using a range of treatment modalities in both individual and group settings in the community.
- Co-ordinate and provide intake services, providing single session / family consultation, assessment and clinical treatment, including crisis assessment, intensive treatment and support for young people, their families and carers.
- Manage a small case load and when required be a secondary clinician alongside lead clinicians in managing more complex cases.
- Maintain high quality contemporaneous clinical documentation, associated administration requirements and statistical data entry.

#### Managerial

- Provide strong leadership, support, mentorship and preceptorship to more junior / inexperienced staff and students. and clinical oversight to the team
- Participate in providing orientation to new staff / students.
- Participate in Multi-disciplinary Team processes and provide sound discipline specific advice to other clinicians within the team.
- Provide line supervision to the clinical team, coordinating case allocation and supporting workload management. Maintaining a regional database of referral information and allocation system of accepted clients and activity.
- In consultation with the Clinical Director/Consultant Child Psychiatrist/ Manager, continuously monitor the quality standards across the region, monitor the clinical practice of the multidisciplinary team to ensure the optimum standards of clinical care.

- Identifying areas for quality improvement, participating in accreditation requirements and improvement strategies.
- Engage and establish strong links with other key agencies and service providers (internal and external), and other relevant services.
- Participate in community consultation, awareness, education and develop community resources to increase the understanding of mental health issues around young people and families.
- Working with the CAMHWS manager; contribute to the CAMHWS Business Plan; participate in the recruitment, selection and induction of staff into the team; and coordinate annual leave requests of staff in their team to ensure adequate coverage across the region at all times.
- Deputise for the Manager as needed.
- Depending on service requirements, work flexible hours, as directed.
- Perform other duties as directed.

## Key Selection Criteria

### Essential

#### Qualifications/Registrations

1. Post graduate qualifications in mental health and/or related field in addition to baseline qualifications and registration with AHPRA as a Registered Nurse or Occupational Therapist, or meet credentialing requirements and eligibility for AASW as a Social Worker.

#### Specialist Expertise/Knowledge

2. Extensive experience (usually at least 5 years) and expertise in the provision of community based clinical child and adolescent psychiatric services and an ability to assess and manage complex clinical issues in the context of multi - disciplinary teams.
3. A comprehensive knowledge of the relevant legislation applicable to the provision of psychiatric services in Victoria along with a sound understanding of the requirements of service delivery within the context of Federal and State Government policies and strategic guidelines.
4. Demonstrated leadership, human resources management and interpersonal skills along with excellent written and verbal communication skills.
5. High level communication skills with the ability to liaise, consult and develop effective working relationships with relevant family members, team members, a broad range of health professionals, and community agencies.
6. Knowledge of Quality Improvement and flexibility to operate and lead a team in an environment of change with a focus on continuous improvement.
7. Demonstrated evidence of participation in education and training of other staff, and an independent commitment to ongoing professional development.
8. Proficient computer and data entry skills.

#### Personal Qualities, Skills & Abilities

9. A personal approach which is positive, enthusiastic and passionate lending to the ability to positively contribute to the team culture, provide excellent customer service and achieve best outcomes for consumers.

## Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

*All Bendigo Health sites, workplaces and vehicles are smoke free.*

*This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.*