

# Position Description

## Team Leader Adolescent Intensive Management (AIM) Team

<b>Classification:</b>	Clinical Psychologist (Grade 4) Allied Health – (Chief Grade 3 OT, SW, SP) Registered Psychiatric Nurse (Grade 4), (limited over award payment for allied and nursing)
<b>Business unit/department:</b>	Infant Child and Youth Mental Health Service (ICYMHS) Mental Health Division (MHD)
<b>Work location:</b>	Austin Hospital <input type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input checked="" type="checkbox"/> (please specify) <b>Location: Onsite at 37 Burgundy Street Heidelberg – with outreach</b>
<b>Agreement:</b>	Victorian Public Mental Health Services Enterprise Agreement 2020-2024 Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025 Choose an item.
<b>Employment type:</b>	Full-Time
<b>Hours per week:</b>	40 (38+ADO)
<b>Reports to:</b>	Program Manager- Central Community and Specialist Teams
<b>Direct reports:</b>	8
<b>Date:</b>	February 2026

### Position purpose

The Team Leader is responsible for the day-to-day clinical and operational functioning and leadership of the AIM team, with support from the team Consultant Psychiatrist and Program Manager. The role will include workload management, support of staff in clinical decision making, orientation and retention, along with case management responsibilities.

Together with the Program Manager they will contribute to the development of clinical and operational systems within the team. The team leader will provide active service delivery carrying a case load.

The incumbent will contribute to the ongoing development and implementation of enhancements to the model of care for youth ensuring practice is in line with contemporary evidenced based mental health models of care and current Victorian initiatives including the Recovery Framework.

## About the Directorate/Division/Department

The Mental Health Division provides care and services through a comprehensive range of teams to meet the needs of mental health consumers and carers throughout Victoria. Services are located across Austin Health campuses and in the community.

The Mental Health Division incorporates three program areas:

- Adult and Older Mental Health Services
- Infant, Child and Youth Mental Health Services and,
- Mental Health Specialty Services.

All mental health services work within a clinical framework that promotes recovery-oriented practice and supported decision making. This approach to client wellbeing builds on the strengths of the individual working in partnership with their treating team. It encompasses the principles of self-determination and individualised treatment and care.

### About ICYMHS

The Child and Youth Mental Health Service (ICYMHS) sits within the Mental Health Division and provides tertiary mental health services to the north-eastern catchment of Melbourne (currently the local government areas of Banyule, Boroondara, Darebin, Nillumbik, Whittlesea, and Yarra). Young people eligible for the service are aged 0-25 years. Lived and Living Experience Workforce is also embedded with the ICYMHS Directorate.

Austin Health ICYMHS have two inpatient units (a child and an adolescent one), a Child and Family Centre called Booboop Narrkwarren Nagarra-Jarra-noun and a Youth Prevention and Recovery Centre (YPARC), along with a range of community teams.

The child and youth community teams work alongside specialist outreach teams, an Under 25 Crisis Assessment & Treatment Service (CATS) and a triage team. The work is supported by specialist roles: - Infant and Child Specialists, Carer and Consumer Consultants, Alcohol & Other Drug Specialists, Aboriginal Mental Health Liaison Officers, a group program coordinator and an Autism Spectrum Disorder Assessment Program.

### About AIM:

The AIM Team is part of Austin Health's Infant, Child, and Youth Mental Health Service (ICYMHS). It services young people from 6 local government areas of metropolitan Melbourne. It is one of several outpatient/outreach teams within the service. It provides intensive, outreach, mental health services including screening/assessment, treatment and consultation concerning adolescents experiencing complex social, emotional and behavioural difficulties and mental health problems. The caseload consists of young people aged 12-25 years, their families, and systems of care. These are typically young people who are vulnerable, at high risk, and find it difficult to engage in office-based services.

The model of care used by the team is informed by a strong neurodevelopmental and early intervention perspectives, family inclusive practice, safety and risk management approaches and dignity in risk-taking, etc. The team work collaboratively in practice and draw on a strong understanding of systems approaches and frameworks to complex care and case management.

The team office is located at the community outpatient clinic at 37 Burgundy St Heidelberg, with staff working on site with travel between campuses as required, and a significant amount of community outreach for the purposes of fulfilling the needs of the allocated caseload.



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## Position responsibilities

### Role Specific:

- Display and enact a sophisticated practice in the principles of recovery-orientated, trauma-informed and family-centred, collaborative practice with a strong expertise in engaging young people and their families within clinical settings.
- The Team Leader will hold a reduced clinical case load as well as support team members with complex clinical issues and/or shared case management.
- The Team Leader will work collaboratively with all team to ensure the workload and referral throughput is well managed and effective;
- Integral in developing and maintaining a positive team culture and environment with a capacity to support staff and service through changes.
- The Team Leader will hold the primary responsibility for management of all referrals - and management of the team systems to monitor fair caseload distribution.
- Together with the Consultant Psychiatrist monitoring progress of team cases, ensuring the completion of diagnosis, formulation, individualised service plans and treatment interventions are appropriate and implemented to a high standard of clinical care
- Work collaboratively and successfully with the lived experience workforce, empowering them in their role in the team and learning from them to improve the practices of self and others.
- In collaboration with the Program Manager maintain and develop resources; staffing and recruitment resource management for the service.
- The Team Leader will play an integral role in the review, evaluation, and quality improvement activities of the team.
- Support the Program Manager to ensure that all staff have a minimum of one formal performance appraisal per year and have completed mandatory competencies and ATLAS training as required.
- Ensure the delivery of sensitive and effective practice to meet the needs of consumers, carers and staff.
- Maintain and promote effective communication, both written and verbal, to ensure information and documentation is accurate and meets required service standards.
- Utilise the resources of the organisation responsibly in a cost-effective manner.
- Support and review with the team the use best available evidence to improve current practice.

### All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet - The Pulse
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct and other policies outlined on the Austin Health OPPIC intranet

### People Management Roles:

- Ensure clear accountability for quality and safety within the department
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs;
- Be aware of and comply with the core education, training and development policy.



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## Selection criteria

### Essential skills and experience:

- A commitment to Austin Health values: Our actions show we care, We bring our best, Together we achieve, We shape the future.
- Relevant, 5 minimum years of post-graduate experience in a tertiary mental health setting - specific to experience with children and young people.
- Demonstrated commitment to care of young people and their families in the least restrictive and intrusive manner, respecting rights, privacy and dignity.
- Demonstrated commitment to working collaboratively with consumers and carers, to promote self-determination and progress toward personal recovery goals.
- Sound understanding of and ability to apply best evidence base for assessment and treatment.
- Experience in case management of consumers via implementation of tailored Individualised Treatment Plans.
- Well-developed interpersonal skills to effectively communicate with young people, families/carers
- Thorough knowledge of the principles and practices of DHHS Recovery-Oriented Practice in Mental Health
- Sound knowledge of The Mental Health and Wellbeing Act (2022) and other relevant legislation
- Excellent organisational and time management skills
- Understanding and ability to participate in planning and monitoring activities.
- Demonstrated ability to effectively liaise, consult and work within a multi- disciplinary team
- Well-developed leadership, interpersonal, communication and negotiation skills.
- Ability to build a dynamic team, which works effectively within a multidisciplinary environment.

### Desirable but not essential:

- Demonstrated experience in the provision of clinical/professional supervision with willingness to develop and expand on these skills
- Demonstrated ability to provide leadership to a multidisciplinary team with willingness to further develop these skills.
- Evidence of on-going professional development
- Demonstrated capacity to undertake/support research, publication and public presentation.



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## Professional qualifications and registration requirements

### Mandatory Qualifications

- Current registration with Australian Health Practitioner Regulation Agency (AHPRA) (all disciplines except Social Work and Speech Therapists):
- Relevant professional qualification in a health-related discipline (social work, occupational therapy, psychology, psychiatric nursing, or speech pathology) and current registration with the relevant professional board, Association or College.
  - Registration with the **Nursing** and Midwifery Board of Australia (NMBA) and approved post graduate qualifications in psychiatric nursing and/or relevant experience; or
  - Registration with the **Occupational Therapy** Board of Australia and an approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.) with a minimum of 5 years in mental health and 7 years post-graduation.; or
  - Relevant postgraduate professional qualifications and current registration with AHPRA, with registration with a specialist endorsement in **Clinical Psychology**, the minimum of a Master's degree in Clinical Psychology, at least 5 years of clinical experiences, and AHPRA endorsement as a Board Approved Supervisor with supervisory experience; or
  - **Speech Pathologists** must have membership of Speech Pathology Australia, or be eligible for membership of Speech Pathology Australia.; or
  - An approved degree in **Social Work** and eligibility for membership of the Australian Association of Social Workers. A minimum of 5 years in mental health and 7 years post-graduation.
- Must meet minimum years of clinical experience for a senior role according to the Enterprise Agreement, specific to experience with children and young people within a tertiary mental health setting.
- A current Victorian Driver's License (without restrictions), and ability to drive a work vehicle.
- A current Working with Children's Check (without restrictions).

### Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.



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## Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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