

# Austin Health Position Description

## Position Title: Graduate Social Worker Mental Health Allied Health Graduate Program

Classification:	Grade 1 Social Worker
Business Unit/ Department:	Mental Health Division
Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2020 - 2024
Employment Type:	Fixed-Term Full-Time
Hours per week:	40 hours per week (38 with ADO)
Reports to: Professional	Discipline Lead, Social Work, through the senior Social Worker
Operational	Program Manager/Team Leader
Direct Reports:	0
Financial management:	Budget: nil
Date:	September 2024

### About Austin Health

Austin Health is one of Victoria’s largest health care providers. Comprising of the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home, community-based and mental health services; Austin Health is an internationally recognised leader in clinical teaching training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors, 3,000 nurses and 1,000 therapy & science Allied Health staff and delivers a full range of leading-edge clinical services, including several state-wide services. In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne’s north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health’s current vision is shaping the future through exceptional care, discovery and learning.

Our values define who we are, shape our culture and the behaviors, practices, and mindset of

our people. Our values are: Our actions show we care, we bring our best, together we achieve, and we shape the future. [www.austin.org.au/about-us](http://www.austin.org.au/about-us)

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at <http://www.austin.org.au>

## About the role

The Mental Health Social Work Graduate Program (SW Graduate Program) sits within the Allied Health Graduate Program in the Mental Health Division (MHD) of Austin Health. The AH Graduate Program has been developed to deliver highly regarded clinical mental health training and learning for allied health graduates.

The program includes two diverse rotations across the mental health division at Austin. Graduates will work in multidisciplinary teams and be well supported to develop their general and discipline specific clinical skills. The program aims to prepare Graduates for a Grade 2 role in clinical mental health and support early career learning and development.

### Benefits of the program include:

- Two diverse rotations across the Mental Health Division  
Rotations may occur in Adult, Child & Youth and State-wide Speciality Services  
Regular graduate professional development training
- Reduced workload to support learner role
- Regular individual discipline specific supervision.
- One day a fortnight of protected learning time.
- Facilitated learning from a Senior Clinician and Clinical Educators
- Monthly group peer supervision sessions with other Social Work Graduates
- Engagement in a two-year targeted program of professional development.
- Second year focussed on skills development workshops and linking theory and practice
- Support developing discipline and mental health competencies
- Be part of a dynamic discipline-specific community of over 60 Social Workers
- An authentic commitment to supporting graduate wellbeing throughout their time at Austin Health

## About Mental Health Division

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

### **The Mental Health Division includes:**

#### **Adult Services incorporating:**

- North East Area Mental Health Service (NEAMHS)
- Community Recovery Program (CRP)

- Prevention & Recovery Care (PARC) program
- Consultation Liaison (CL) Psychiatry

**Child & Youth Mental Health Services (CYMHS) including:**

- State-wide and regional responsibility
- Inpatient, outpatient and community outreach services

**Specialty Services with state –wide role incorporating:**

- Psychological Trauma Recovery Service(PTRS)
- Brain Disorder Program(BDP)
- Transitional Support Unit(TSU)

**Mental Health Nursing Education & Training Team (MHNETT)**

**Lived Experience Workforce**

**Psychiatry, Training, Research Development Unit**

## Purpose and Accountabilities

**Key accountabilities:**

The graduate position is a two-year term full-time fixed-term contract at eighty hours per fortnight including monthly ADO.

This PD covers the first 12 months

- Provide excellent, consumer centred, discipline specific evidence-based clinical assessments and treatment
- Work closely with medical, nursing and allied health colleagues to provide a comprehensive service to consumers and their family/carers in line with best practice
- Clinical work as allocated, including individual, family/carer and group work
- Take reasonable care for your safety and wellbeing and that of others
- Work in your scope of practice and seek help where required
- Work in partnership with consumers, patients and where applicable carers and families
- Continue to learn through mandatory training and other learning activities.
- Seek regular feedback on your work
- Prioritize wellbeing and ensure safe work practices are developed and adhered to in their area
- Active participation in team meetings and clinical reviews
- Builds effective relationships with staff, colleagues and service providers to ensure optimal outcomes for patients
- Demonstrates the values of Austin Health in everyday practice such as ‘our actions show we care’, ‘we bring our best’, ‘we shape the future’ and ‘together we achieve’
- Participates in organizational change and shows a commitment to innovative work practices

**Report writing and administration**

- Document in unit records for all patients according to standards, hospital protocols and guidelines
- Provide reports/referrals to external agencies as appropriate
- Utilise Austin Health clinical technologies and tools as per policies procedures and guidelines

- Undertake Division administration activities as directed

### **Professional Development**

- Attend and participate in all components of the mental health Graduate Program
- Participate in wellbeing, supervision and Professional Development requirements
- Undertake education and training to ensure clinical practice is current and evidence based
- Demonstrates a commitment to continuous self-improvement and learning to broaden own abilities and skills

### **Quality and Risk:**

- Maintain an understanding of individual responsibility for consumer safety, quality & risk
- Be aware of and comply with the mandatory training and core education requirements
- Maintain a safe working environment for yourself, your colleagues, consumers and their family/carers and members of the public
- Report incidents or near misses that have or could have impact on safety

### **Information Management:**

- Record in patient medical files according to policy/ procedure and Austin Health documentation standards
- Adhere to Austin Health's policies for use of Information Technology
- Record accurate statistics as per policy and procedures

### **Key Relationships:**

- **Internal:**
  - Program or Unit Manager
  - Team Leader
  - Multidisciplinary Team
  - Consumer and Carers
  - Discipline Supervisor
  - Discipline Clinical Educator
  - Discipline Senior
- **External:**
  - Key community stakeholders

### **All Employees:**

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Pulse):
- <https://austinhealth.sharepoint.com/sites/OPPIC>
- Comply with the Code of Conduct
- Report incidents or near misses that have or could have impact on safety - participate in independent and prevention of risks
- Adheres to and complies with relevant legislation i.e. Mental Health Act 2014 and the Children, Youth and Families Act 2005 and the Child Wellbeing and Safety Act 2005.

## **Selection Criteria**

## **Mandatory Qualifications**

- An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers

## **Essential Knowledge and skills:**

- Knowledge of the adult, child and adolescent mental health field and associated health and welfare services.
- An understanding of the concept of recovery and collaborative clinical practice
- A basic understanding of the mental health service system and the Mental Health Act
- Ability to undertake a range of evidence-based assessments and interventions, including individual, family, group work and community liaison
- Ability to work both independently and interdependently
- Fieldwork, paid or voluntary experience in a mental health or health or aged care setting and/or demonstrated interest in developing knowledge and skills in the mental health area
- Ability to work with consumers, family and carers from a range of cultural backgrounds and to provide gender sensitive services
- Ability to function effectively as part of a multidisciplinary team
- Well-developed interpersonal skills and ability to communicate effectively with others (verbal and written communication)
- Sound organizational skills and demonstrated capacity for using initiative and problem solving
- Demonstrated interest in ongoing professional development and ability to reflect and learn from experience
- A commitment to Austin Health values: Our actions show we care, we bring our best, together we achieve and we shape the future
- Good communication skills, both written and verbal
- A current Victorian driver's license
- A current Working with Children's Check

## **Desirable but not essential**

- Competent computer skills
- Ability to converse in a language other than English.
- Good presentation and public speaking skills.
- Aboriginal and Torres Strait Islanders and/or those with experience in working with ACCHO and Aboriginal Communities and Families are highly encouraged to apply

## **General Information**

### **Austin Health is a Child Safe Environment**

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

## Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website: <http://www.austin.org.au/careers/Aborigineemployment/>

## Document Review Agreement

<b>Manager Signature</b>	
<b>Employee Signature</b>	
<b>Date</b>	