

Position Information

Position	headspace Berri Clinical Educator
Eligibility	Open to internal and external applicants
Working Location	Berri, South Australia
Classification	RN3/PO3
Job Status	1.0 FTE
Salary	\$106,545-\$113,002 pa - PO3; \$113,377-\$117,179 pa - RN3 (Pro Rata + Super + Leave Loading + Salary Packaging)
Applications Closing Date	Friday 31 st May 2024

About Us

Thank you for your interest in applying for the position of headspace Berri Clinical Educator with FocusOne Health. FocusOne Health is a purpose led, Not for Profit, organisation with strong organisational values and culture. To find out more about our organisation, please visit www.focusonehealth.com.au/about

About the Role

Ready to empower the next generation of mental health clinicians? Join our team at headspace Berri as a Clinical Educator and make a real impact! In this pivotal role, you'll spearhead the coordination, development, and delivery of the Early Career Program, providing invaluable field and clinical supervision. You'll be at the forefront of nurturing talent, supporting early-career staff, and ensuring our team stays at the cutting edge of evidence-based practices. If you're passionate about shaping the future of mental healthcare and ready to inspire the next wave of clinicians, then this is your chance to shine.

FocusOne Health offers a supportive environment, working with a team of dedicated professionals to support your career development. Access to significant Professional Development opportunities is available.

We are committed to achieving a diverse workforce and strongly encourage applications from Aboriginal and Torres Strait Islander people, people with a lived experience of mental ill-health, people from culturally and linguistically diverse backgrounds, and people who identify as LGBTIQ+.

The successful applicant will be remunerated in accordance with FocusOne Health's EBA dependent on skills, experience, and qualifications. We offer flexible terms and conditions and attractive salary packaging arrangements. For more information about salary packaging, please visit [Discover salary packaging - Community Business Bureau \(cbb.com.au\)](http://Discover salary packaging - Community Business Bureau (cbb.com.au)).

Comprehensive onboarding and induction to the role will be provided to the successful applicant.

We reserve the right to appoint to the role prior to the application closure date.

How to Apply

Applicants are required to address the Selection Criteria of the Job Description below in their cover letter in order to be considered.

Your application addressing the selection criteria and current resume, including contact details for 3 referees, are to be emailed to info@focusonehealth.com.au by Friday 31st May 2024.

Further information can be obtained by contacting Gemma Nickolai, headspace Berri Centre Manager at FocusOne Health on (08) 8582 4422.

Immunisation

FocusOne Health strongly encourages its employees to be fully vaccinated to protect their health and that of our clients and their family and friends.

Pre-employment Screening

If you are selected for an interview, copies of the documentation outlined below will be requested at the job interview. If these documents are not available by the interview date, this can be discussed on the day.

Criminal History Assessment

In accordance with the South Australian Child Safety (Prohibited Persons) Act 2016 and the Children and Young People (Safety) Act 2017, the successful application will be required to attain appropriate criminal and relevant history screening assessment / criminal history check. The following checks will be required for this role:

- National Police Clearance
- Working with Children Check – DHS

Certificates & Licences

- Evidence of Qualification
- Evidence of Professional Registration
- Evidence of Safe Environments for Children and Young People Training
- Copy of Drivers Licence
- Copy of Car Registration
- Copy of Comprehensive Vehicle Insurance



Position Details	
<p>Position Title: headspace Berri Clinical Educator RN3/PO3</p> <p>Fulltime Equivalent (FTE): 1.0FTE</p>	<p>Date Job Description approved: 19/04/2024</p> <p>Status of employment: Refer to 'employment letter of engagement'</p> <p>Location: Refer to 'employment letter of engagement'</p>
Position Context	
Organisation Overview	FocusOne Health is a locally run not for profit organisation providing a range of programs and services that aim to raise awareness and health outcomes of the community. We work in partnership with a broad range of providers and stakeholders to deliver integrated and coordinated health services to the community (including General Practice, medical specialists, allied health services and state government health services). An integrated approach is taken to support individuals in prioritising their health and wellbeing.
headspace Overview	headspace is the national youth mental health foundation for people aged 12-25 years. headspace Centres are funded through lead agencies across Australia. FocusOne Health is the lead agency for headspace Berri. headspace is funded to provide mental health, physical and sexual health, alcohol & other drug support and vocational/educational support.
Job Purpose Statement	<p>The Clinical Educator facilitates excellence in Mental Health service delivery and clinical practice, resulting in improved health outcomes for the communities of young people accessing the suite of the headspace Berri programs.</p> <p>The headspace Berri Clinical Educator supports student placement and early career and emerging clinicians by providing supervision, mentorship, and education. This role will coordinate, develop, and deliver the Early Career Program providing field and clinical supervision and induction and orientation. The headspace Clinical Educator is responsible for supporting workforce development strategies including establishing and fostering links with universities to enable student placements.</p> <p>The Clinical Educator provides headspace Berri with evidence-based education, developing knowledgeable, skilful, safe, and competent clinicians working within the headspace Model and the FocusOne Health Clinical Governance Framework. The Clinical Educator ensures a strong learning support system that enables staff to build knowledge and skills in order to deliver best practice.</p> <p>The Clinical Educator uses their clinical knowledge, risk management skills and passion for building workforce capacity to ensure competent clinical practice is integrated into the team at headspace Berri. This person is a leader in evidence-based practice, risk management, consumer feedback as it pertains to individuals, families, and carers and mental health and alcohol and other drug service provision.</p> <p>The Clinical Educator works across the spectrum of clinical programs, and participates in the planning, implementation, and evaluation of programs within nominated geographical and funding boundaries. The Clinical Educator ensures that programs as delivered are compliant with legislative requirements, program guidelines and other national guidance guidelines (developed by the Department of Health, funders and or other peak/industry guiding organisations).</p> <p>All FocusOne Health staff demonstrate an understanding of and commitment to the principles of multiculturalism, equal opportunity, and the legislative requirements of the WH&S Act.</p>





<p>Reporting Relationships</p>	<p>Line Management: Reports to the headspace Berri Centre Manager Is accountable through the organisational management structure to the FocusOne Health Board For Nurses: Clinical Accountability Has a professional responsibility to work within the limits of their competence. The individual nurse must assess and determine their own learning needs with assistance from their supervisor as required. Supervision requirements are matched to the requirements of the specific position in which the supervisee is required to work. Seeks leadership, advice, and support for clinical matters from Clinical Services Leaders. For other disciplines: (Social Worker, Occupational Therapist, Psychologist) Clinical Accountability: Seeks leadership, advice, and support for clinical matters from partner Clinical Services Leaders.</p>
<p>Working Relationships</p>	<p>Participates in and actively contributes to regular Team Meetings and 1:1 meetings with Manager. Participates in and actively contributes to regular clinical supervision and in peer clinical review processes. Is a member of the multi-disciplinary FocusOne Health Team and may liaise with FocusOne Health membership and other relevant stakeholders on behalf of FocusOne Health. Liaises with relevant universities Consulting and collaborating with Suppliers, Contractors, other health care professionals, and stakeholders, both within the organisation and the community, to ensure optimal organisational outcomes. In collaboration with the Centre Manager and Clinical Lead, ensure the delivery of assigned clinical services is in line with Clinical Governance protocols through the provision of clinical mentorship, guidance, and support to clinical staff.</p>
<p>Line Management Responsibility</p>	<p>Nil</p>
<p>General Expectations</p>	<p>Employees are required to read, understand, and comply with all policies, procedures, and any reasonable direction, whilst demonstrating professional workplace behaviours in accordance with the Code of Conduct. Maintains confidentiality and operates within the Information Sharing Guidelines. Participation in Performance Development Reviews every 12 months. FocusOne Health is a smoke free workplace.</p>
<p>Immunisation Requirements</p>	<p>FocusOne Health strongly encourages that employees for this position provide confirmation of their immunity status. This role is identified in accordance with the FocusOne Health Immunisation Policy as: Category B – Indirect contact with blood and body substances. <i>These staff rarely have direct contact with blood or body substances. These staff may be exposed to infections spread by the airborne or droplet routes but are unlikely to be at occupational risk from blood borne diseases.</i> FocusOne Health strongly encourages employees for this position provide confirmation of up to date COVID-19 vaccination, with a COVID-19 vaccine approved by the Therapeutic Goods Administration (TGA), prior to commencement of employment.</p>
<p>Special Conditions</p>	<ul style="list-style-type: none"> • Current and full registration with the appropriate registration authority <ul style="list-style-type: none"> ○ AHPRA registration as a Registered Nurse with postgraduate qualifications in Mental Health Nursing and Full (not provisional) Credentialing with the ACMHN; or ○ AHPRA registration as a psychologist (not provisional); or ○ AASW registration as an Accredited Mental Health Social Worker; or ○ OTA registration as a Mental Health Endorsed Occupational Therapist • A minimum 4 years' experience in clinical service provision • A minimum 4 years' relevant professional development and clinical supervision • Some out of hours work may be required for which time off in lieu is to be taken • Travel throughout FocusOne Health's catchment, with occasional intra-state trips (to Adelaide) and inter-state travel will be required.





	<ul style="list-style-type: none">• A current South Australian Driver's Licence is essential, and use of comprehensively insured personal motor vehicle will be required, for which there will be mileage remuneration in line with Enterprise Agreement and FocusOne Health policy.• In accordance with the South Australian Child Safety (Prohibited Persons) Act 2016 and the Children and Young People (Safety) Act 2017, the attainment of both a <i>National Police Clearance</i> and a <i>Working with Children Check</i> is required prior to commencing employment.
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Key Responsibilities		
Accountability	Key Activities and Outcomes (What is to be achieved; responsibilities and duties)	Key Performance Indicator (This is the measurement criteria for how each accountability/responsibility is achieved) Outcomes & Outputs
Role Specific		
Clinical Education	<p>Mentors, supervises, and develops students on placement, early career, and emerging clinicians.</p> <ul style="list-style-type: none"> • Develop and maintain a capability framework for clinical education and clinical capabilities. • Coordinates interviewing, onboarding, induction, field supervision, integration into the service, and review of candidates of the early career program. • Provide or coordinate clinical supervision to students and early career and emerging clinicians. • Develop and maintain relationships with relevant universities to ensure the purpose of the role and needs identified in the headspace Berri plan are met. • Participate in other stakeholder engagement activities that assist in the successful delivery of student placements at the service. • Supporting students to complete their units/courses as per their training plan and course schedules. • Works with the Centre Manager to manage student placement and early career performance issues. • Support students, early career, and emerging clinicians to understand and use FocusOne Health policies and procedures. • Provide theory-to-practice support to students, early career, and emerging clinicians. • Ensure that the assessment, referral, and mental health counselling services students and early career and emerging clinicians are delivering are evidence-based, ethical, youth-friendly, culturally appropriate, and family inclusive to meet the needs of young people's mental health and wellbeing needs. • Develop and deliver flexible, relevant, and interesting education programs and training sessions and assist all learners, regardless of level, to achieve their learning goals 	<ol style="list-style-type: none"> 1. Maintains and achieves workplan for the development of education resources and activities aligned to the capability framework. 2. Percentage of clinical staff who have undergone training or development activities aligned with the capability framework, within specified period (quarterly/annually). 3. Clinical supervision and/or field supervision agreement in place for 8 students, early career, or emerging clinicians at a time. 4. Documented interview, induction and orientation recorded in file. 5. Formal agreement(s) developed between headspace Berri, its lead agency FocusOne Health, and relevant Universities and other stakeholders. 6. Training plan achieved for every participant including mid- and final assessment meetings. 7. Maintain accurate supervision notes and logs for supervisees, including minutes of meetings, which will be accessible to the Centre Manager and Clinical Lead as needed. 8. Clinical Educator data capture is completed including: <ol style="list-style-type: none"> a. Monthly implementation reports b. End of placement reports c. Other compulsory evaluation activities as required 9. Facilitation of learning groups and education of the broader team. 10. Improved knowledge and skill of participants post-training.

Service Delivery	<p>Provide therapeutic interventions to clients at risk of or experiencing significant distress and/or chronic, complex, or severe mental health conditions, and substance misuse:</p> <ul style="list-style-type: none"> • Develops and delivers individual and group-based interventions with comprehensive and detailed biopsychosocial formulations and collaborative care planning. • Provides evidence-based therapies and administers outcome measures that are client-centred, recovery-oriented, trauma-informed. • Assesses, communicates, mitigates, and manages clinical risk for client presentations. • Ensures service provision to Aboriginal and Torres Strait Islander Peoples, people from Culturally and Linguistically Diverse backgrounds, LGBTQIA+ people, carers and family, and clients from other vulnerable or marginalised groups, is culturally safe and appropriate. • Actively engages in liaison, case consultation and collaborative clinical practice with other primary and tertiary health, mental health, and community or social providers. • Improves care by providing service coordination, regular follow-up and review, access to support and working with treatment plans. • Provides support to referrers and other stakeholders in the form of telephone and onsite information, education, and assistance. • Participates in community education and promotion. • Maintains a caseload as specified by Centre Manager. 	<ol style="list-style-type: none"> 1. Professional services are provided to clients in accordance with program contract and supporting guiding documents and FOH Clinical Governance Framework 2. Timely assessments, case notes and closure requirements are completed 3. A caseload is maintained and informed by program work instructions. Caseload is determined on ongoing basis by the demands of students and clinicians and in consultation with Centre Manager. 4. Participate in team-based case review meetings and attend team meetings 5. High level communication flow and collaborative care is delivered 6. Strong adherence to organisational processes and procedures 7. Uniqueness of the individual is understood and fostered 8. Opportunity for real choice is afforded to all clients 9. All individuals are treated with Dignity and Respect 10. Data is collected and reported as required by FOH and the funder 11. 100% Collection of prescribed outcomes measures for each client 12. 70- 80% of active clients have a subsequent appointment booked at all times 13. >80% of clients are satisfied with the care provided 14. 100% collection of demographic and cultural information for each client 15. Any other data will be collected as required by headspace Berri Annual Plan
Program Implementation	<ul style="list-style-type: none"> • Work with the broader headspace Berri team to meet the overall aims and objectives of the service and the requirements of the Clinical Educator. • Contributes to planning, evaluation, delivery, and reporting. • Supports FocusOne Health in working towards a collaborative approach with relevant agencies to ensure effective communication regarding client care and progress is shared with appropriate stakeholders in line with the Information Sharing Guidelines. • Identifies common service needs for the client base, creates linkages and solutions with health services or service options. • Supports robust evaluation of FOH services to inform future community needs/service options. 	<ol style="list-style-type: none"> 1. Ensuring that service delivery complies with the appropriate policies and procedures set out in the policy and procedures manual and as per legislative requirements. 2. Demonstrates effective communication including in line with Information Sharing Guidelines. 3. Maintains an up-to-date knowledge of FOH services, other associated services and relevant legislative changes affecting mental health service delivery. 4. Collates and reports service delivery data as required in a timely manner. 5. Specific program outcomes demonstrated in reporting including client surveys and case studies provided to required output levels.
All Clinical Roles		

Administrative Duties	<ul style="list-style-type: none"> • Actively undertake administrative duties pertinent to the role and those that support the organisation. • Monitor emails, phone calls and other communications as required. • Ability to work under pressure and prioritise workload. 	<ol style="list-style-type: none"> 1. Administrative tasks completed in a timely fashion and tasks are prioritised demonstrating effective time management. 2. Supports other teams and staff in administrative functions to ensure quality Customer Service and Teamwork is demonstrated; including support of key service functions such as reception, office arrangements and positive organisational culture maintained.
Continuous Quality Improvement	<ul style="list-style-type: none"> • Assists with the implementation of continuous quality improvement and assurance activities within the FocusOne Health's quality assurance framework and supports the promotion of FocusOne Health Services. • Maintain clinical governance arrangements that align with applicable standards, particularly the National Mental Health Standards 2010, and include feedback mechanisms, relevant clinical supervision, and performance monitoring and review arrangements. • Participates in team meetings, planning activities, program and/or advisory groups and FocusOne Health-wide quality assurance activities. • Contributes to best practice standards of program service delivery through supporting the promotion and implementation of quality management systems, evaluation, and reporting. • Represents FocusOne Health and headspace Berri at local, regional, and state meetings and conferences as required. • Aids in the maintenance of data collection systems relevant to the evaluation of programs. • Supports equal opportunity, fairness, honesty, and respect and fosters WH&S in the workplace. • FOH programs delivered in the context of the Contracted Services Scheduled between CSAPHN and FocusOne Health and in conjunction with developed Program Guidelines, FocusOne Health's Policy, Procedures, Work Instructions, and Templates and Forms. 	<ol style="list-style-type: none"> 1. Demonstrates commitment to the objectives of the program/team and organisation and show considerable drive and effort in achieving work and organisational goals. 2. Identify, develop, implement and/or support new initiatives, quality and continuous improvement activities as part of a continuous improvement process in own work, team and in line with organisational goals. 3. Engages positively and professionally with FOH management, staff, clients, and stakeholders. 4. Shows leadership and active participation in the Safety and Quality initiatives of the organisation including but not limited to: <ol style="list-style-type: none"> a. peer review processes b. implementing learnings and recommendations from clinical file audits c. participates in clinical incident processes d. Participates in customer feedback initiatives 5. Leads professional development, shares learnings with colleagues. 6. Engages in accreditation and certification activities. 7. Models openness in professional conduct.
Work Health and Safety	<ul style="list-style-type: none"> • Ensures quality in all activities. All activities are implemented with consideration to safe work practices; meeting WHS legislative obligations • Demonstrates initiative in communication with team, stakeholders and clients, utilising FOH information management guidelines to record and document • Participates in and leads internal audits, drills, and utilising service improvement request. 	<ol style="list-style-type: none"> 1. Work Health & Safety issues and controls implemented. 2. Participation in Internal audits as requested. 3. Participation in drills as required. 4. Utilisation of Service Improvement Request process as necessary. 5. Hazard and Incident reports completed. 6. 100% of incidents and hazards reported within timeframe.

	<ul style="list-style-type: none"> • Participates and maintains WHS knowledge and WHS training, including awareness of FOH WHS Risk plan, policies, and procedures. • Contributes to the Identification and assessment of WHS risk (including identification of hazards); prioritising safety for staff and all others accessing FOH facilities/equipment/services 	
Teamwork	<ul style="list-style-type: none"> • Actively contribute to the success of FocusOne Health and its culture through effective teamwork • Demonstrates ability to work independently and as part of a multi-disciplinary team. • Contribute to a team culture where individual members are valued and recognised for diverse skill sets and lived experience. 	<ol style="list-style-type: none"> 1. Contributes positively and professionally to teams and programs working within. 2. Demonstrate active participation in team planning; ensuring team initiatives are communicated across teams you work within. 3. Model organisational values and conduct. 4. Leads operation within organisational boundaries and systems.



Selection Criteria	
Essential Minimum Capabilities	
Qualifications	<ul style="list-style-type: none"> • Current and full registration with the appropriate registration authority <ul style="list-style-type: none"> • AHPRA registration as a Registered Nurse with postgraduate qualifications in Mental Health Nursing and Full (not provisional) Credentialing with the ACMHN; or • AHPRA registration as a psychologist (not provisional); or • AASW registration as an Accredited Mental Health Social Worker; or • OTA registration as a Mental Health Endorsed Occupational Therapist
Skills and Abilities	<ul style="list-style-type: none"> • Exceptionally developed verbal and written communication skills and establish and maintain effective relationships with staff, young people, families & friends, and stakeholders. • Excellent organisational and time management skills, including the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines. • Knowledge and ability to develop and deliver group-based education training activities to students and clinicians • Demonstrated skills in exercising initiative and judgement and in making sound timely decisions • High level of IT literacy including demonstrated experience with report writing and electronic client information management systems • Dynamic decision making, problem solving and priority setting • Ability to lead a learning culture that fosters quality improvement • Interpersonal skills with the ability to work with a diverse range of people, in particular the ability to engage with students and graduates • Empathy, patience, and a growth mindset that supports a commitment to lifelong learning
Experiences	<ul style="list-style-type: none"> • At least 4 years' experience in the provision of mental health services with diversity of presentations • Experience in establishing workforce development strategies and responses in a regional or rural context • Experience in complex clinical triage, assessment, and referral • Advanced clinical skills in managing young people at risk • Extensive post graduate experience in the provision of mental health assessment and services, including psychoeducation and short term focused psychological strategies / interventions to people of all ages and backgrounds experiencing mental health difficulties or distress • Extensive experience in the provision of professional supervision and secondary consultation with a wide range of professionals • Extensive experience in the provision of clinical supervision with a wide range of professionals.
Knowledge	<ul style="list-style-type: none"> • Knowledge and understanding of the theory underpinning evidence-based interventions and clinical practice as well as demonstrated excellence in the practical application of such in the areas of youth mental health, alcohol and/or drug use • Excellent understanding of legislation, policies and strategic direction for mental health services including early intervention models for people experiencing (or at risk of) a serious mental illness • Extensive knowledge of psychiatric diagnostic and classification systems (ICD, DSM) • Commitment to ethics and privacy, particularly in relation to the health and medical professions • An understanding of population/health data collection and analysis • Knowledge of and commitment to the principles of multiculturalism, equal opportunity, and the legislative requirements of the Work Health Safety Act • Awareness of applicable legislation underpinning the provision of mental health service including the Mental Health Act 2009, Privacy Act 2011, and National Privacy Principles (2012) • A broad understanding of the challenges and experiences of young people in Australia, including specific community factors



Desirable Characteristics			
Experiences and Knowledge	<ul style="list-style-type: none">• Demonstrated experience in the implementation of Clinical Governance Models• Experience in providing clinical mental health services in rural communities• Experience working with GPs and other health care providers to develop mental health focussed programs• Knowledge of regional South Australia, specifically Riverlands and local/regional health services in these areas• Additional experience in AOD, Disability, and/or Primary Health service delivery• An understanding / previous experience working with Universities		
Organisational Requirements			
Acknowledgement and Approval			
Key results and accountabilities for this position should not be considered definitive. Accountabilities and outcomes may be added, deleted or modified, in consultation with staff as necessary. Job and Person Specifications will be reviewed in line with Performance Review & Development Appraisals unless required earlier.			
Acknowledged by Employee:		Date:	Signature:
Approved by CEO:	Scerina Rasheed	Date:	Signature: