

Information Package

Mental Health Clinician (Registered Psychologist)

Thank you for considering Marathon Health as your next employer. We deliver accessible, quality health and wellbeing services and programs to rural, regional and remote communities. We have a strong positive workplace culture, and were awarded *2017 NSW Business Chamber Regional Business of the Year* and *2017 NSW Business Chamber Statewide Employer of Choice*.

This Information Package is designed to tell you more about the role, identify the selection criteria we will be using to select the right candidate, and explain the application process.

If you have any questions after you have read this document, please refer them to Human Resources via email hr@marathonhealth.com.au or on 02 6338 1100.

Benefits of Employment

Our staff benefit from genuine work / life balance, up to \$15,900 tax free salary packaging per annum, and other generous employee conditions and opportunities including:

- Exposure to rural and remote service delivery;
- 5 weeks annual leave per annum;
- Extra paid leave days over Christmas / New Year shutdown;
- A professional development allowance of \$1,500 per annum (after probation);
- Access up to 5 days paid study leave per annum;
- Support and learning opportunities that come from working in a multi-disciplinary team; and
- Dynamic working environment with both clinical and project work.

Position Advertisement

Mental Health Clinician (Registered Psychologist)
Full-time position, 75 hours per fortnight
Contract to December 2020

The Registered Psychologist will assist in the delivery of integrated primary mental health services. The position will be responsible for the engagement, assessment and therapeutic intervention for people eligible for services under the Strong Minds Program- Western NSW

Strong Minds targets services to those individuals requiring primary mental health care who are not likely to be able to have their needs met through Medicare subsidized mental health services. The program is designed to provide psychological therapy services for under serviced groups.

Applications close at 9am on Monday 22 January 2018.



Bathurst Office:

102 Keppel St
PO Box 175
Bathurst
NSW 2795
T 02 6333 2800
F 02 6333 2899

Dubbo Office

106 Talbragar St
PO Box 1834
Dubbo
NSW 2830
T 02 6826 5200
F 02 6826 5299

Wagga Office

Suite 2, 32 Kincaid St
PO Box 138
Wagga Wagga
NSW 2650
T 02 6937 2000
F 02 6937 2099

Canberra Office

PO Box 129
Deakin West
ACT 2600
T 0437 786 760

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Guidelines for Applicants

These guidelines aim to assist you in submitting applications for advertised vacancies with Marathon Health.

Applying for a position

The following may assist you in preparing your application:

- Obtain and carefully read the Information Package for the position of interest.
- Conduct some initial research on the organisation by browsing the website and reading key resources.
- If required, seek clarification or additional information on the organisation and/or the position.
- Decide whether you possess, and can demonstrate, your skills and experience against the selection criteria.
- When addressing the selection criteria, provide examples to demonstrate and substantiate your claims. Examples should outline a situation, identify the action you took, and summarise the subsequent result. Keep your responses concise and in addition to your resume.
- Be aware of the closing date. If, for any reason you cannot submit your application by the closing date, you should ring the contact person to see if a late application will be accepted.
- If you require any special arrangements (e.g. wheelchair access, hearing or visual aids) when attending interview, please discuss these with the contact person when the interview is being arranged.

What you need to include in your application

Marathon Health uses a streamlined approach to recruitment. All applications require:

1. A Cover Letter introducing yourself and outlining your interest in the position
2. Statement addressing each of the Selection Criteria (as listed on the last page of this document)
3. Resume/Curriculum Vitae (CV) that should include:
 - a. contact details including telephone number and email address
 - b. education/qualifications
 - c. an employment history summary including (for each position):
 - i. the employer
 - ii. start and finish dates
 - iii. your position/title
 - iv. your responsibilities and achievements in the position
 - d. professional registrations and/or memberships

You do not need to submit copies of your identification or qualifications. If required, these will be checked later in the recruitment process.

References do not need to be included in your application. Referees will only be contacted if required, and your permission to contact them will be sought first.

Submitting your application

Applications should be submitted via email (by the closing date and time) to:

hr@marathonhealth.com.au

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Position Description

Position Title	Mental Health Clinician – Registered Psychologist (Strong Minds Western NSW)
Location	Broken Hill preferred; Dubbo or Orange considered
Reports to	Manager Mental Health Community Programs
Hours	Full-time (37.5 hours a week)
Conditions of Employment:	<ul style="list-style-type: none"> • Western NSW Medicare Local Enterprise Agreement 2013 • Marathon Health Policies and Procedures • Police Check • Working with Children Check • Position Description • Letter of Offer
Incumbent	Vacant
Contract Period:	Till December 2020

Purpose of the Role

The Registered Psychologist will assist in the delivery of integrated primary mental health services. The position will be responsible for the engagement, assessment and therapeutic intervention for people eligible for services under the Strong Minds Program Western NSW.

Strong Minds targets services to those individuals requiring primary mental health care who are not likely to be able to have their needs met through Medicare subsidized mental health services. The program is designed to provide psychological therapy services for under serviced groups.

Key Relationships

The Registered Psychologist is an employee of Marathon Health and reports to the Manager Mental Health Community Programs. You will also have a close working arrangement with the Mental Health Clinical Lead. You will be required to provide supervision to provisional psychologists and maintain effective working relationships with other staff employed or visiting to provide services within Marathon Health. You will liaise as necessary with the Marathon Health board members, partner organisations and other service providers, community organisations or individuals who have an interest in Marathon Health.

Position Responsibilities

Leadership:

- Provide Manager Mental Health Community Programs and Clinical Lead with advice and feedback regarding the delivery of clinical services and identified gaps in service provision within the Strong Minds program.
- Provide clinical supervision, support and guidance to provisional psychologists in accordance with the Psychology Board of Australia requirements.

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Clinical Service Delivery:

- Deliver high quality therapeutic interventions that are person centred and meet the goals of the individual's mental health plan in partnership with the individual and general practitioners.
- Deliver new mental health services that are adapted to meet the needs of local identified communities.
- Provide mental health services for clients with a diagnosable mental illness within targeted communities.
- Ensure absolute confidentiality relating to any information of a private nature concerning Strong Mind clients.
- Deliver high quality therapeutic intervention that meets the goals of individual mental health treatment plans in partnership with general practitioners.
- Adhere to the Australian Psychological Society Code of Ethics.
- Maintain and update active client files and store these active files according to legal requirements, using the Strong Mind electronic patient record system (Mastercare).
- Complete the minimum data requirements as specified by the program funding contract and enter this information in accordance with Strong Mind policies and procedures.
- Develop linkages with general practitioners, area health service, NGO's and other relevant health professionals in order to ensure support and further referral for those in need of additional mental health assistance.
- Work collaboratively to actively engage Aboriginal and Torres Strait Islander people in appropriate youth, health and related services.
- Provide clinical reports to GP's and other clinicians per Marathon health guidelines, in line with professional, ethical, legal guidelines and program guidelines.
- Deliver health services through new and advancing technologies (such as Telehealth)
- Participate in multidisciplinary clinical team meetings, care planning and case reviews with other clinical staff designed to increase the use of evidence-based interventions for people with mental health and problems.
- Deliver outreach services as required

Clinical Governance

- Contribute to all policies and procedures which have been designed to minimise risk and ensure the delivery of integrated and coordinated high quality, evidence-based clinical care services to people accessing Strong Minds.
- Adhere to Marathon Health clinical supervision policy and participate as needed in individual, peer and group supervision as organized with the Clinical Lead.
- Contribute to the development, implementation, evaluation and reporting of continuous clinical quality improvement activities to improve the clinical service provision and outcomes for clients accessing Strong Minds.
- Assist to ensure that appropriate standards of safety, welfare and health care are instituted and maintained for staff and clients.
- Utilise a shared electronic clinical record and associated information.
- Contribute in the development of Marathon Health's Business and Annual Plans to be submitted to the funding body; and ensure that the reporting requirements of the Funding Agreement are adhered to.
- Monitor and ensure that activities undertaken in relation to the funding agreement requirements are adhered to in line with Marathon Health policies and procedures.

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- Complete file audits in accordance with program requirements.
- Actively communicate, and share knowledge, with other Marathon Health team members to ensure quality services.

Other Duties

- Demonstrate a commitment to Marathon Health's ICARE values.
- Actively communicate, and share knowledge, with other Marathon Health team members to ensure quality services.
- Respect confidentiality in line with the *Privacy Act 1988* and related policies and procedures.
- Be aware of individual responsibilities under the relevant Workplace Health and Safety legislation and report as necessary any untoward accident, incident or potentially hazardous environment.
- Undertake continuing professional development as required to ensure job skills remain current.
- Attend/participate in out-of-hours meetings and functions as required.
- Participate in staff activities and processes.
- Identify and participate in continuous quality improvement opportunities.
- Actively participate in annual performance planning and review activities.
- Maintain a working knowledge of all equipment used in the office.
- Undertake other duties commensurate with the role as required.

Our Values

Staff are expected to demonstrate our ICARE values:

- Integrity & Trust
- Collaboration & Innovation
- Achievement & Excellence
- Respect & Empowerment
- Empathy & Understanding

Special Job Requirements

1. Screening including criminal history, working with children check, qualifications, and professional registration may be undertaken prior to commencing employment.
2. Eligibility to work in Australia with no restrictions.
3. Valid Driver License. On the occasions when you use a privately owned motor vehicle for work-related purposes, Marathon Health will pay a motor vehicle allowance on a per kilometre basis, according to our Policies and Procedures.

Note:

This position description is not a duty statement; it is only intended to provide an outline of the key responsibilities of the position. Employees are expected to carry out any duties, within the scope of their ability, that are necessary to fulfill the position objectives.

It is expected that this position description will change over time due to the nature of Marathon Health activities. A flexible attitude to change is expected of staff. Any proposed changes will be discussed with you

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I, the undersigned, agree to be employed under the terms and conditions as detailed in this position description.

Signed _____ Date _____

Selection Criteria

Essential

- Registration as a Psychologist with AHPRA; Board approval to supervise (or willingness to undertake training for same); and experience providing clinical supervision.
- Competence in completing bio-psycho-social assessment of people experiencing mental health disorders and delivery of a range of relevant treatments (particularly CBT and Interpersonal Therapy).
- Experience and/or ability to engage and communicate effectively with people with a mental illness and their family, particularly those from culturally and linguistically diverse (CALD) and Indigenous communities.
- Ability to use a clinical software package for electronic client records.

Additionally, any of the following would be desirable:

- Experience in working with children in a mental health setting.
- Registration as a MBS provider.
- An understanding of the challenges of delivering mental health services in rural and remote NSW.