



North Metropolitan Health Service
Job Description Form

HSS Registered September 2016

YOUTH DEVELOPMENT OFFICER

Health Salaried Officers Agreement: Level G6

Position Number: 00006058

WA YOUTH CANCER SERVICE

SIR CHARLES GAIRDNER HOSPITAL

Reporting Relationships

Nursing Co-Director, Medical Specialities Division
 Award Level: SRN 10
 Position Number:



Service Manager, WA Youth Cancer Service
 Award Level: HSO Level G8
 Position Number: 007698



This Position



Also reporting to this supervisor:

- Youth Counsellor 0.4
- Senior Exercise Physiologist 0.9
- Administrative Assistant 0.7

Directly reporting to this position:

Title	Classification	FTE
Nil		

Other positions under control

- Nil

Prime Function / Key Responsibilities

In conjunction with the Cancer Nurse Coordinator and Youth Cancer Service team, to deliver a tertiary hospital-based psychosocial assessment and intervention programme that provides assessment, support and interventions relevant to psychosocial needs of young people with cancer. This patient-focussed, multidisciplinary programme will encompass family and peers where appropriate.

Youth Development Officer | HSO Level G6 | Position Number 00006058

Brief Summary of Duties (in order of importance)

1. Clinical Interventions (40%)

- 1.1 Undertake assessments, clinical intervention and monitoring for a designated caseload of young people with cancer at psychosocial risk.
- 1.2 Provide referral to and liaison with tertiary-based allied health services.
- 1.3 Provide brief counselling services to young people and groups of young people with cancer in outpatient and inpatient settings.
- 1.4 Communicate and liaise with tertiary-based multidisciplinary teams involved in care of young people.

2. Community Based Initiatives (30%)

- 2.1 Develop links with community-based, youth-focussed services and referral pathways to services for young people with cancer.
- 2.2 Facilitate and advocate for the development of flexible, needs-based programmes and interventions for young people with cancer.
- 2.3 Participate in outreach and in-reach activities to facilitate engagement with young people in the target group and their ability to access community services as required.
- 2.4 Represent the WA Youth Cancer Service at community awareness opportunities.
- 2.5 Provide education to tertiary health services and broader health professional groups to raise awareness of the needs of young people with cancer.

3. Early Intervention Initiatives & Program Implementation (20%)

- 3.1 Develop and promote access to health, education, training, recreation, employment and cultural services and activities.
- 3.2 Liaise with community based and government and non-government agencies to develop new initiatives and promote mental health and wellbeing in young people with cancer.

4. Other (10%)

- 4.1 Undertakes continued professional development to maintain professional standards and technical skills.
- 4.2 Maintains appropriate knowledge of community-based and youth-focussed services.
- 4.3 Maintains appropriate records and related demographic data.
- 4.4 Participates in performance management.
- 4.5 Initiates, facilitates and participates in quality activities.
- 4.6 Facilitate consumer representation to inform patient-centred service development.
- 4.7 Other relevant duties as required by the Supervisor / Head of Department.
- 4.8 Undertake clinical supervision.

5. NMHS Governance, Safety and Quality Requirements

- 5.1 Participates in the maintenance of a safe work environment
- 5.2 Participates in an annual performance development review.
- 5.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 5.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 5.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 5.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

6. Undertakes other duties as directed

Work Related Requirements

Essential Selection Criteria

1. Tertiary qualifications in Social Work, Psychology, Occupational Therapy, Youth Work or Nursing and registration with the relevant Board, or eligible for full membership of the Australian Association of Social Workers, the Society of Professional Social Workers or the WA Association of Youth Workers.
2. Relevant experience in initiating, developing, implementing and evaluating programmes for young people.
3. Demonstrated knowledge of youth health and welfare services with experience in specific counselling and intervention models and frameworks relevant to the target group.
4. Demonstrated, screening experience in providing assessments and interventions for young people with health and/or psychosocial problems.
5. Well-developed oral and written communication skills, and highly developed interpersonal skills that demonstrate an ability to establish and maintain effective multidisciplinary working relationships including collaboration and liaison skills.
6. Demonstrated conflict resolution and negotiation skills.

Desirable Selection Criteria

1. Demonstrated experience working with adolescents and young adults at risk.
2. Understanding and/or experience working in complex health environments.
3. Good understanding of adolescent and young adult development.
4. Current 'C' class licence.
5. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor

Name: Meg Plaster
Signature/HE: 81661
Date: 23/8/2016

Dept./Division Head

Name: Tanya Basile
Signature: 04831
Date: 23/8/2016

Position Occupant

Name:
Signature:
Date: