



# Job Description Form



GOLDFIELDS

Landscape Photos: Tourism Western Australia

**Position Title**

**Position number: 601593**

**Team Leader MH**

## Regional Overview

The Goldfields Health Region of the WA Country Health Service covers the Goldfields-Esperance Region of Western Australia. The region is located in the south eastern corner of Western Australia and covers 770,488km<sup>2</sup> (including offshore islands). The WA Country Health Service Goldfields consists of two main health campuses located in Kalgoorlie & Esperance, and three smaller hospitals located in Laverton, Leonora and Norseman. The Goldfields is a culturally rich region with a number of Aboriginal communities spread out across the region, 16 distinct Aboriginal language groups and an Aboriginal population that represents 12.3 per cent of our total population, with 1 in 10 people, on average, identifying as Aboriginal – this in comparison to the state average of 3.6 per cent. The region supports a wide range of industry, including mining, agriculture, aquaculture and tourism. Mining is the predominant sector in the central and northern parts of the region, with a well-established agricultural sector in the south.

## About the WA Country Health Service

### Our Strategic Priorities



### Our Values

#### Community

We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

#### Compassion

We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

#### Quality

We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

#### Integrity

We bring honesty, collaboration and professionalism to everything that we do.

#### Equity

We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

#### Curiosity

We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

### Our Vision

To be a global leader in rural and remote healthcare.

### Our Mission

To deliver and advance high quality care for country WA communities.

## Directorate Overview

This team provides specialist mental health services to the Goldfields Region for all age groups. The service aims to deliver a comprehensive range of high quality community focused mental health services to residence of and visitors to the Goldfields Region. Locally based, multi-disciplinary teams are located in regional centres; regular visits are made within the region to meet community needs.

Our Directorate actively supports and encourages diversity and inclusion across all occupational groups through the development and implementation of initiatives aimed at accessing and improving employment and mentoring opportunities for all people. Our strategies are located at [www.wacountry.health.wa.gov.au](http://www.wacountry.health.wa.gov.au)

## Position Details

Position Number:	601593	Registration Date:	October 2021
Classification:	HSO Level P3	Location:	Kalgoorlie
Award / Agreement:	Health Salaried Officers Agreement		
Organisational Context:	Regional		

## Position Overview

Provides multi-disciplinary team leadership, operational line management and clinical service implementation, control and monitoring of a community mental health team within an integrated regional health service, compliant with National Standards and legislative requirements. Contributes to the planning and development of the Regional Mental Health Service.

## Reporting Relationships

### Responsible to:

601358: Regional Manager Mental Health



### This position:

601593: Team Leader MH  
HSO Level P3



### Positions under direct supervision:

601200: Clinical Nurse Specialist MH  
601360: Clinical Nurse  
601426: Mental Health Officer  
601460: Senior Health Professional MH  
601512: Health Professional MH  
601543: Clinical Nurse Specialist MH Triage  
615339: Social Worker  
615341: Occupational Therapist



### Other positions reporting to this position:

601548: Clinical Nurse Manager – Mental Health  
601582: Clinical Psychologist  
601754: Team Leader – Mental Health  
601873: Senior Health Professional - MH  
613431: Director Clinical Services – MH  
613173: Aboriginal MH Coordinator  
614716: Team Leader MG Child & Adolescent  
615206: MG Safety & Quality Officer  
615412: Business Manager - MH



615722: Clinical Nurse Specialist – MH Older Adult 615804: Peer Support Worker	
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## Key Duties/Responsibilities

### 1. LEADERSHIP

- 1.1. In collaboration with the Regional Manager and Clinical Director, coordinates the community mental health team in alignment with WACHS-Goldfields clinical services planning, Area, State and National agendas, and applicable legislation.
- 1.2. Demonstrates a high standard of professional conduct and actively promotes and models the objectives and values of the organisation.
- 1.3. In collaboration with the Regional Manager and WACHS-Goldfields service departments, oversees the operational management of the team, including human resources, facilities, fleet, administration, OSH and budget.
- 1.4. Ensures integrated service delivery across regional health services and continuity of care between inpatient, community mental health and General Practitioner services.
- 1.5. Ensures service delivery across the team's geographical area of responsibility, delivering culturally appropriate and accessible services throughout the region.
- 1.6. Represents, and develops the identity and role of the team as a component of an integrated regional mental health service.
- 1.7. Collaborates with the Regional Manager, Clinical Director and other senior staff in the development and implementation of policies and procedures for the service.
- 1.8. Develops, promotes and motivates the team to achieve service excellence and enhance the recruitment and retention of staff.
- 1.9. Monitors the provision of services for effectiveness, efficiency, safety and quality.
- 1.10. Understands the mental health needs of local communities and maps and supports the spectrum of mental health and related services in the local communities.
- 1.11. Develops cooperative working relationships with primary care and other mental health and related service providers within the government, non-government and private sectors.
- 1.12. Ensures consumer and carer input into service development.
- 1.13. Participates in the leadership of service and clinical governance initiatives.
- 1.14. Represents the mental health service as required.
- 1.15. Collaborates in strategic planning for the service.

### 2. CLINICAL

- 2.1. Works under the leadership of the Clinical Director to develop standards of care and practice within the community mental health team.
- 2.2. Maintains a clinical caseload and provides high quality clinical care to clients of the service using evidence-based interventions and practices, including administration of medications.
- 2.3. Coordinates and participates in after-hours on-call roster as required.
- 2.4. Monitors clinical outcomes and ensures excellence in service delivery through clinical review, documentation audits, clinical best practice and other relevant quality improvement activities.
- 2.5. Provides clinical supervision to staff as required.
- 2.6. Oversees the implementation and monitoring of quality and risk management systems.

### 3. HUMAN RESOURCE MANAGEMENT

- 3.1. Directly line manages all staff position within the community mental health team.
- 3.2. In collaboration with the Regional Manager and Clinical Director, sets performance standards and ensures compliance with service policies and procedures.
- 3.3. Ensures performance development planning for all staff and undertakes performance management as required, in consultation with other Team Leaders and Regional Manager.
- 3.4. Participates in own performance development planning with Regional Manager.



**4. FINANCIAL MANAGEMENT**

- 4.1. Monitors budget and financial performance reporting requirements and produces monthly and other reports for the Regional Manager.
- 4.2. Assumes responsibility for budget and human resource management within the delegations for the position and within regional service direction.
- 4.3. Ensures compliance with FMA 2006, Treasury, Taxation and Legislative requirements in relation to financial and physical resources management.

**5. OTHER**

- 5.1 Other duties as directed by the Regional Manager Mental Health.



## Work Related Requirements

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

### Essential

1. Tertiary qualifications in Occupational Therapy, or Psychology or Nursing and eligible for full registration with the relevant Board, OR Tertiary qualifications in Social Work and eligible for full membership of the Australian Association of Social Workers or the Society of Professional Social Workers.
2. Extensive knowledge and experience in a community based or specialist mental health service including demonstrated experience in assessment and treatment of mental illness.
3. Sound knowledge of current developments in mental health services including National Standards, mandatory reporting and the Mental Health Act 2014.
4. Demonstrated experience in workplace leadership of a multidisciplinary team/health service management.
5. Demonstrated ability to manage financial resources including service budgets.
6. Experience in managing human resource issues, including recruitment, performance development, and change management.
7. Highly developed communication and interpersonal skills, including the ability to promote positive peer and line management relationships.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services, Occupational Safety, and how these impact on employment and service delivery.
9. Eligible for or in possession of a current C or C-A class driver's licence.

### Desirable

1. Training or development in workplace leadership or management.
2. Understanding of the provision of mental health services within a rural/remote community, including culturally appropriate services to Aboriginal families and communities.

## Appointment Pre-requisites

Appointment is subject to:

- Evidence of registration with the applicable Board of Registration must be provided prior to commencement
- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- Successful Working With Children Check
- Evidence of a current C or C-A Class driver's licence or other specialised licence class

WA Country Health  
Service – GOLDFIELDS

21 October 2021

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