



Position	Youth Counsellor
Reports to	Centre Manager, headspace Horsham
Team/Program	headspace Horsham
Agreement/Award	Social, Community, Home Care and Disability Services Industry Award 2010
Time fraction	Full time maximum term (1.0 FTE) 76 hours per fortnight Ceasing 30 June 2018
Location	Horsham

Organisation Context

The purpose of Uniting Wimmera is to support and strengthen individuals, families and communities by providing an extensive range of family-focused community services, which are based on:

- Sensitivity to their needs and empowerment
- Open, clear and respectful communication
- Cooperative and trusting relationships
- Alliances and networks with other agencies

We are an agency of the Uniting Church network in Victoria and have offices in Horsham and Ararat. We deliver over 80 services and help more than 8,000 people every year, reaching out from Horsham to Hindmarsh, Northern Grampians to West Wimmera, Yarriambiack and parts of Ararat Rural City and Buloke Shires. We support these communities by working with vulnerable children, youth and families, those living with mental illness or a disability. Uniting Wimmera provide housing support and deliver early years and kindergarten services.

Purpose

To inspire people, enliven communities & confront injustice.

Values

Imaginative – We challenge convention, explore new possibilities and dare to dream for a better future.

Respectful – We act with honesty and integrity, and open our hearts to all people without exception.

Compassionate – We are nurturing, generous and thoughtful in our words and deeds.

Bold – We face injustice head on and stand up for what is right and true with confidence and strength.

Introduction

headspace is a federally funded, innovative, early intervention program that aims to build the health and well-being of young people (12-25 years), especially those who are at risk of mental health and related issues such as substance abuse. Approximately 14% of 12-17 year olds and 27% of 18-25 year olds experience mental health problems each year resulting in one million young Australians needing access to help.

headspace Horsham

Uniting Wimmera is the lead agency of a consortium approach to implement the headspace Horsham initiative. With the support of a multidisciplinary team of Allied Health staff, headspace Horsham provides quality primary health care for young people aged 12-25 years in Horsham and the broader Wimmera region to ensure their needs are met through holistic care in general health, sexual health, mental health and substance disorders.

Position summary

The Youth Counsellor delivers a range of activities and services within headspace Horsham and will hold qualifications in Social Work, Psychology, Counselling, Child and Family Therapist or Mental Health Nursing. The Youth Worker role is critical in promoting linkages between the primary care, vocational/educational and social recovery sectors and includes youth engagement, screening, counselling, referral, advocacy and care coordination.

The Youth Counsellor will work under the general direction of the headspace Manager and will be an integral part of the headspace team. This role does not have any supervisory responsibilities.

Key Responsibilities and Duties

Culture

- Model a positive culture in all interactions with staff, colleagues, clients, and all external stakeholders.
- Apply a solution focused approach to problem solving, work collegiately with peers, while at all times upholding the values and mission of headspace and Uniting Wimmera.

Service delivery

- Provide initial screening of young people to identify potential mental health; drug and alcohol issues; or young people who may be at risk.
- Provide supportive counselling and therapeutic Interventions and / or refer young people to counselling that uses a range of therapeutic interventions and builds on the young person's strengths and social supports for a sustainable outcome.
- Assist the of Youth Assessment, Intake & Engagement Worker with intake and clinical assessment of client needs, implementing and reviewing client service plans, and ensuring appropriate supports and referrals are put in place.
- Provide drug & alcohol counselling or refer young people to counselling that aims to help people address their substance abuse and the effect it is having on their life.
- Provide group and individual training that will assist young people to better manage or cope with the impacts of mental health or drug and alcohol problems, or assist young people at risk to better manage e.g. life skills, anger management, conflict resolution.
- Assist young people with coordination of care, particularly to access the range of services they need to appropriate clinical or other services either within headspace Horsham or external agencies.

- Provide considered advice and relevant information to clients and their families, and advocate on their behalf regarding access to services when required.
- Successfully engage, assess and treat young people with an emerging or established mental illness, including those from high risk groups, through the provision of timely, evidence-based psychological and social interventions in line with the client's age, social and cultural background, beliefs and individual needs.
- Support young people to develop the skills and capacity to make positive decisions and to improve their social inclusion, community connectedness and personal development.
- Liaise and negotiate with Uniting Wimmera and other community service agencies to improve services relating to clients and referral pathways.
- Work closely with other stakeholders, relevant agencies and organisations to assist with enhancing opportunities for young people.
- Travel to outreach locations as required.
- Ensure a focus on self-management principles.

People

- Provide expert advice to reception staff.
- Support student placements through supervising placements when required.
- Cultivate proactive team spirit by supporting regular and systematic meetings and joint planning exercises.
- Support the Manager to ensure employee compliance with established policies and procedures and that these policies and procedures continue to align with legislative requirements.

Reports

- Closely monitor client records and care plans ensuring they are up to date and meet quality standards and complete statistical and other information requirements in a timely and accurate manner.
- Ensure accurate, timely and effective communication and reporting processes are followed to meet statutory, organisational and funding body requirements.

Continuous quality improvement

- Identify and adapt best practice benchmarking indicators to the delivery of services.
- Foster and promote a continuous learning environment that responds to the needs of services.
- Identify and assist in the solution to any communication and workflow problems observed by suggesting improvements and enhancements to existing systems and processes in accordance with headspace and Uniting Wimmera procedures.
- Identify and participate in personal development that ensures the continuing high delivery of services.
- Actively participate in regular supervision and annual performance plan reviews.
- Assist with the development and implementation of headspace policies and procedures and continue to evaluate to direct high level service delivery.

Organisational responsibilities

- Model and promote the headspace and Uniting Wimmera values.
- Contribute to operational planning to improve services and outcomes.
- Support desirable change initiatives aligning to the headspace and Uniting Wimmera's corporate direction.

- Fully participate in the development of headspace projects as required.
- Undertake other duties and functions as directed, commensurate with current level of skills and classification.

Corporate roles and responsibilities

Carry out all responsibilities assigned to staff in relation to the Agency's Quality; Risk Management; Compliance; and OH&S frameworks; policies; and procedures, which includes but is not confined by the following:

- Manage work practices to ensure reasonable care is taken for own health and safety and the health and safety of others.
- Comply with all relevant legislation and regulatory requirements, industry codes and standards and Agency policies and procedures.
- Assist with and support internal and external audit processes.
- Identify, manage and report risks, hazards, incidents or other concerns affecting day to day activities within the Agency, Program or Service area and continually improve work practices.
- Attend mandatory, core and other safety related training including induction.

Key Selection Criteria

1. A tertiary qualification in Social Work, Psychology, Counselling, Youth Work, Family and Youth Therapist or Mental Health Nursing is essential.
2. Registration with an appropriate professional body.
3. At least 12 month's post graduate clinical experience.
4. Relevant intake, assessment and case management experience with specific skills in the early identification of emerging mental health issues and the development and implementation of plans for young people.
5. Well-developed knowledge of young people's developmental stages, youth mental health issues, drug and alcohol issues and issues currently impacting on young people's wellbeing.
6. Demonstrated ability to effectively manage complex social and health issues with clients; including experience using brief therapeutic interventions and counselling young people who present with issues related to mental health, sexual health, use of alcohol and other drugs, and general wellbeing.
7. Demonstrated experience of consulting and collaborating with other professions and networks to improve client outcomes.
8. An understanding of rural issues impacting on young people's wellbeing.
9. Proven reporting, time management and administrative skills.
10. Demonstrated commitment to professional development, employee orientation and training.
11. Sound judgment and problem solving skills to contribute to the planning and development of the service.
12. Competent computer skills.
13. A broad understanding of and commitment to the programs of Uniting Wimmera and headspace.

Certificates, licences and registrations

- Current eligible motor vehicle licence to drive in Australia.
- Current National Police Record Check.
- Working with Children Check.

Conditions of employment

- This maximum term position to 30 June 2018. Positions will be reviewed if the funding situations changes. Performance for this position will be formally reviewed every 12 months.
- The employee agrees to abide by all health and safety rules and requirements of the employer, and all employer policies as detailed in the agency policies and procedures, which may be amended from time to time.
- Applicants must not have been discharged from the carer's register or added to the disability register.
- This appointment is subject to:
 - satisfactory completion of the agency Induction process
 - attendance to the agency group orientation
 - satisfactory completion of a six month probationary period
 - current Police Check
 - current Working with Children Check
 - satisfactory completion of the twelve month review process for each year of work.
- Salary packaging is available to all Uniting Wimmera employees.
- Uniting Wimmera recruitment and selection procedures reflect our commitment to the safety and protection of children, families and individuals. Employees are required to familiarise themselves with the attached policies.
- The employee will work within the ethos of the Uniting Church.

Reviewed by

I have reviewed the above position description and deem it to be correct

Signature: Date:/...../.....

Name and position: Jason Pelcher, headspace Horsham Centre Manager

Employee statement

I have read, understand and accept the above position description.

Name:

Signature: Date:/...../.....

