



<b>Position Description</b>	<b>Employee</b>
<b>Attachments</b>	<b>Addendum A</b> *Outlines the specifics of the allocated Directorate/Portfolio

## About EACH

EACH provides an integrated range of health, disability, housing, counselling, and community mental health services across Australia. We offer a wide range of supports to assist members of our community to lead happier, healthier lives. Our staff are a collective workforce of over 1,700 paid employees and over 250 volunteers.

**More information is available at:** <http://www.each.com.au>

<b>Our vision</b>	Everyone has the power to live well.
<b>Our purpose</b>	Health and support services that improve lives and strengthen communities.
<b>Our values and behaviours</b>	<p><b>We care.</b></p> <p>We welcome you with empathy and hope.</p> <p>We believe making change is possible for everyone.</p> <p><b>We listen.</b></p> <p>We take time to understand you, your experiences, and your culture.</p> <p>We work with you and the people important to you, to build the right supports.</p> <p><b>We learn.</b></p> <p>We evaluate our actions and always seek to improve.</p> <p><b>We deliver.</b></p> <p>We have a 'can do' attitude and find ways to say 'yes'.</p> <p>We do what we say we're going to do.</p>



## Position Summary

A key focus of this position is to work collaboratively with their team members, their Directorate and across other Directorates.

They are responsible for leading delivery and/or community through their own contribution.

It is expected that all employees consistently model EACH's values and behaviors and ensure EACH's culture is inclusive, safe, and engaging.

## Key Deliverables

Employees are responsible for:

- Assessing for quality, safety and risk and taking actions that keep myself, customers, community and staff safe
- Partnering with my team, others at EACH, our customers and community to achieve great outcomes
- Creating a safe, respectful and culturally appropriate space to foster growth, learning, belonging, health and wellbeing
- Contribute to tracking progress and outcomes to ensure alignment with EACH's goals and to reliably deliver on performance targets
- Working within the program/role guidelines and professional boundaries of my role
- Demonstrating behaviours at all times that align to EACH's leadership standards and recognises that you are an ambassador of EACH.

## Quality:

EACH staff are required to participate in continuous monitoring and improvement and comply with legislation, professional standards and accreditation standards and any other governing laws that apply from time to time.

EACH staff must have and maintain the appropriate skills and knowledge required to fulfil their role and responsibilities. In addition, they must practice within the specifications of this position description, and where applicable within the agreed scope of practice.

## Safety & Wellbeing:

EACH is committed to providing and maintaining a working environment for all staff that is safe and minimises risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by their acts or omissions at the workplace.

As an Employee you understand your responsibilities and accountabilities to yourself and others in accordance with OH&S legislation across the various jurisdictions and EACH's policies.



## **EACH Child Safe Commitment Statement:**

EACH is committed to promoting and protecting the best interests of children and supporting a child safe culture. EACH has zero tolerance for child abuse. Everyone working at EACH is responsible for the care and protection of children and reporting information about suspected child abuse.

All children who come to EACH have a right to feel and be safe. EACH is committed to the safety and well-being of all children whether they are direct service recipients or indirectly linked to our services such as children of customers. The welfare of children and young people is our first priority. We create a child safe and child friendly environment where all children are valued and heard, are safe and protected."

## **Key Selection Criteria**

### Skills and Behaviours

- Acts in accordance with EACH's Behavioural and Performance Standards.
- Highly developed communication and interpersonal skills to competently establish and maintain effective working relationships with clients, staff and visitors.
- Demonstrated ability to work collaboratively and enthusiastically within a team to help foster a positive and progressive work environment.

### Desirable Experience, Knowledge, and Qualifications

- Tertiary qualifications in a relevant discipline.
- Demonstrated ability in working collaboratively as part of a Team
- Appreciation and understanding of the Not-For-Profit sector and Health services is well-regarded.

### Mandatory Competencies and/or Licences

- Completion of an acceptable Criminal History Check and Employee Working with Children Check (or State equivalent) prior to commencement of employment and as required by legislation and policy during employment, as well as a duty to disclose relevant information that may arise after employment has commenced.
- A cleared National Worker Screening Check prior to commencement of employment (if required for the role – not applicable to all roles)

### Expected behaviours for all EACH Staff

- Acts in accordance with EACH's Code of Conduct, policies and procedures and is demonstrably committed to EACH's vision, mission, values, and service principles.
- Responds to family violence risk in line with their role and responsibilities and in accordance with the Multi-Agency Risk Assessment and Management (MARAM) Framework and related Frameworks.



- Promotes a 'safety first' culture and acts in accordance with EACH Health, Safety and Wellbeing Policy and management system.
- Ensures EACH Great Care is put through its PACES (Person-Centred, Accessible, Connected, Effective and Safe).
- Promotes and supports a zero-tolerance culture that recognises all people have the right to live their lives free from abuse, neglect, violence, discrimination and exploitation and acts upon EACH's commitment to recognise, raise and respond to any deviation from a person's human rights.
- Fosters and promotes an inclusive and collaborative work environment where all employees, volunteers and customers feel welcomed, respected, valued and enabled and proud to fully participate, irrespective of their individual differences in background, experience and perspectives. Demonstrates a customer focus by prioritising the needs and outcomes of internal and external customers.
- Demonstrates teamwork and collaboration and positively contributes to group activities.
- Contributes to innovation and continuous improvement and openly shares information and knowledge to enable optimal outcomes for customers.
- Be curious, reflective, and open to continuous learning and new ways of working.
- Successfully completes all mandatory training in a timely manner, to support the delivery of high quality, safe and effective service delivery.



**Part 2 – Addendum:** This document explains the work of the Mental Health Clinician and the outputs they will need to deliver.

<b>Position:</b>	<b>Mental Health Clinician</b>
<b>Directorate / Service / Program:</b>	<b>Primary Mental Health Psychological Treatment Services in Residential Aged Care Facilities</b>
<b>Industrial Instrument Name:</b>	<b>EACH Social and Community Services Agreement 2017</b>
<b>Instrument Classification:</b>	<b>Level 4</b>
<b>Reports to:</b>	<b>Team Leader</b>
<b>Effective Date:</b>	<b>July 2024</b>

## About

The Mental Health, Alcohol and Other Drugs, and Suicide Prevention (MHAODSP) service aims to deliver comprehensive, integrated, and person-centred care across the CCQ region (Central Queensland, Wide Bay, Sunshine Coast). It addresses service gaps for the 'missing middle' by enhancing accessibility and integrating primary mental health care, psychosocial support, and early intervention. Through a hub and spoke model, specialised resources and coordination are centralised, while local spokes ensure community-based service delivery. This approach promotes holistic wellbeing by considering broader determinants of health, fostering collaboration among providers, and ensuring a sustainable, adaptable service responsive to community needs.

The consortium, led by EACH, includes nine partners: Central Queensland Indigenous Development, Flourish Australia, Gympie Women’s Health Centre, Open Minds Australia, Queensland Injectors Health Network, REFOCUS Aboriginal and Torres Strait Islander Services, Stride Mental Health, and Wellways Australia. This diverse coalition enhances service delivery through comprehensive, community-focused care.

The program **Psychological Treatment Services in Residential Aged Care Facilities** under the Primary Mental Health stream is led by EACH, focusing on early intervention for aged care residents experiencing depression, anxiety, grief, or adjusting to RACF life. It offers tailored support through three tiers: education sessions, group therapy, and individual counselling, using face-to-face and digital modalities. The service promotes evidence-based interventions and collaboration with RACF staff, residents, and families. Located across hub sites in Gympie, Hervey Bay, Emerald, and



Rockhampton, it aims to enhance mental health outcomes, through integrated, community-based care provided via outreach to RACFs.

## **Position Summary**

The Mental Health Clinician will deliver psychological interventions within residential aged care facilities. These interventions will focus on connecting residents with local supports, including families and loved ones, and consulting with aged care staff to provide integrated care team planning. The role employs a variety of support modalities such as face-to-face sessions and digital technologies like phone and video calls.

## **Key Deliverables**

- Provide high-quality specialist counselling to older individuals in aged care facilities.
- Meet service targets with prescribed workloads
- Ensure timely data entry and completion of service delivery documentation.
- Collaborate with other support services to ensure coordinated client care.
- Engage in networking and collaborative forums to develop referral pathways and promote EACH services.
- Collaborate effectively with other care agencies, interagency networks and educators.
- Participate in clinical, line management, and peer supervision.

## **Skills**

- Well-developed interpersonal and negotiation skills.
- Effective oral and written communication.
- Ability to work independently and as part of a team.
- Proficiency in computer applications (Windows, Word, Email, database applications).
- Competency in working with older adults and families from diverse cultural or community backgrounds, including First Nations Australians, those from LGBTIQ+ communities, and those from remote and migrant communities.

## **Experience and Knowledge**

- Demonstrated experience in individual counselling therapy.
- Expertise in mental health, trauma, vulnerable populations, and family conflict.
- Knowledge of mental health services and networks.
- Understanding of the social model of health and mental health recovery principles.
- Experience in therapeutic approaches such as ACT, mindfulness, and brief therapy.
- Knowledge and understanding of the legislation governing mental health care.

## **Qualifications**

- Tertiary qualifications in a relevant field.
- Must maintain relevant annual registration and/or membership of professional body.
- Valid National Police Check.
- Working with Children Check.

## **Physical Requirements**

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- Able to sit at a computer for 6 – 8 hours per day.
- Ability to travel between locations.
- Able to lift 3 kgs.