

**POSITION DESCRIPTION – Recovery Team Leader****Part 1 – Expectations for Your Role**

Position	Recovery Team Leader
Service / Program	headspace Early Psychosis Program
Industrial Instrument	Dependent on candidate
Instrument Classification	Dependent on candidate
Reports to	headspace Early Psychosis Manager
Effective Date	August 2025

Key Deliverables

- Lead and coordinate daily operations of the Recovery Team within the Early Psychosis Program
- Deliver evidence-based, youth-friendly, recovery-focused interventions aligned with the EPPIC model of care.
- Provide clinical oversight, including direct service delivery and case management.
- Guide and supervise multidisciplinary staff, ensuring quality and consistency in service delivery.
- Develop and implement innovative functional recovery projects and initiatives.
- Manage referrals to ensure timely and appropriate service access to the Recovery Team.
- Monitor and evaluate program effectiveness through data collection and analysis.
- Contribute to strategic planning, policy development, and organisational reporting.
- Build collaborative relationships with internal and external stakeholders to support integrated care pathways.
- Represent the service in interagency forums and promote cross-organisational collaboration.
- Coordinate and deliver structured group programs supporting therapeutic, vocational, educational, and social recovery goals.
- Support and supervise Peer Support Workers, including senior peer roles and mentoring programs.
- Lead family-inclusive practices, including Family and Friends Programs and Family Peer Support initiatives.
- Recruit, onboard, and manage performance of peer workers and vocational staff.
- Promote culturally safe and inclusive practices, especially for Aboriginal and Torres Strait Islander young people.
- Implement quality assurance processes and contribute to continuous improvement initiatives.

Skills

- Advanced clinical skills in functional recovery assessments and interventions.
- Strong leadership and team coordination capabilities.
- High-level communication and interpersonal skills for stakeholder engagement.
- Proficiency in supervision, mentoring, and performance management.
- Ability to manage competing priorities in a fast-paced environment.
- Skilled in data management, documentation, and reporting.
- Strategic thinking and problem-solving abilities.



- Familiarity with the EPPIC model and early psychosis service frameworks.

Experience and Knowledge

- Demonstrated experience in youth mental health, particularly early intervention for psychosis.
- Proven track record in service development and continuous quality improvement.
- Experience in triage, assessment, and referral allocation.
- Knowledge of vocational, educational, psychological, social, lifestyle, occupational, and neurocognitive interventions.
- Experience leading multidisciplinary teams and facilitating caseload reviews.
- Understanding the Tasmania Mental Health service system and integrated care models.

Qualification/Registrations/Licences

- Tertiary qualification in Allied Health or a related discipline.
- Eligibility for registration with a relevant professional body – AHPRA or AASW.
- Postgraduate qualifications in youth mental health (desirable).
- Current driver's licence.

Physical Requirements

- Ability to travel state-wide.
- Ability to sit for extended periods and use standard office equipment.
- Flexibility to adapt to changing service demands and environments.



POSITION DESCRIPTION - Leader (Direct Reports)

Part 2 – Expectations for Our Team

At Each, we are committed to improving lives and strengthening communities through a range of health, disability, housing, counselling, and mental health services. With a dedicated team of over 1,500 employees and 250 volunteers, we aim to create a positive impact, empowering individuals to live healthier, happier lives.

Our vision is for everyone to live well, and we strive for a healthier, more equitable future through innovation, advocacy, and community engagement.

We care. We listen. We learn. We deliver. Altogether better care.

Leader Expectations

This leadership role is key to the team, working with the Directorate, Executive Team, and stakeholders to achieve Each’s vision and strategic objectives. The position focuses on collaboration across Directorates to address future business needs and ensure their area supports broader operations. Leaders are responsible for meeting KPIs, financial sustainability, and effective operations aligned with Each’s values. Leaders are expected to demonstrate strong leadership, model Each’s values, and foster an inclusive, safe, and engaging culture.

Leader Responsibilities

An Each Leader is responsible for:

- Delivering the strategic Plan and supporting financial sustainability.
- Building high-performing, adaptable teams that model Each’s values.
- Promoting continuous improvement, learning, and staff wellbeing.
- Ensuring a safe, inclusive workplace and effective operations.
- Managing risks and fostering innovation, collaboration, and strategic thinking.
- Aligning systems and processes with Each’s goals and ensuring compliance with policies and regulations.
- Demonstrating leadership standards and acting as an ambassador of Each.

Quality

Employees must engage in continuous improvement, comply with legislation and accreditation standards, and maintain the necessary skills and knowledge for their role.

Safety & Wellbeing

All Each employees are responsible for their own health and safety, as well as that of others, in line with OH&S legislation and Each’s policies.

Child Safe Commitment

Each is dedicated to creating a child-safe environment, with zero tolerance for child abuse. Everyone is responsible for protecting and reporting any suspected child abuse, ensuring the safety and well-being of children involved with Each.

Inclusion and Diversity Commitment

Each is dedicated to an inclusive and diverse workplace where everyone is valued and respected. All staff



are expected to promote inclusivity, embrace diversity, and foster a collaborative environment, ensuring a safe and supportive workplace for all. These considerations extend to all of our customers inclusive of priority populations.

Key Selection Criteria

Skills & Behaviours

- Strong leadership aligned with Each's values and behavioural standards.
- Proven ability to attract, develop, and retain a diverse, high-performing workforce.
- Commitment to fostering a safe, inclusive culture prioritizing wellbeing.
- Success in building teams, driving collaboration, and achieving strategic goals.
- Confident in engaging and briefing stakeholders.

Desirable Experience, Knowledge, and Qualifications

- Leadership experience in a relevant field.
- Tertiary qualifications in a relevant discipline.
- Collaborative experience within a leadership team.
- Understanding of the Not-For-Profit sector and Health services.

Mandatory Competencies/Licences

- Criminal History Check and Employee Working with Children Check (as required).
- National Worker Screening Check (if required for the role).
- Entitlement to work in Australia

Expected Behaviours for all Each Staff

- Act in accordance with Each's Code of Conduct, policies, and service principles.
- Respond to family violence risk in line with the MARAM Framework.
- Promote a safety-first culture and adhere to health and safety policies.
- Ensure Each Great Care is put through its PACES (Person-Centered, Accessible, Connected, Effective and Safe).
- Support a zero-tolerance stance on abuse, neglect, and discrimination.
- Foster an inclusive, collaborative work environment, prioritizing customer needs.
- Contribute to teamwork, innovation, and continuous improvement.
- Engage in continuous learning and complete all mandatory training on time.