

Position Description
Integrated Mental Health Manager
134213



Position Objective

To plan, organise, direct and review the day-to-day operations through subordinate line and functional managers and position the organisation to respond to changes in both the internal and external operating environments. Further, to integrate Mental Health and Wellbeing workforce and services across the Primary Health Care; Aged Care and Disability programs; and across sites.

Primary Roles and Responsibilities

Strategic	1. Participating in the implementation of strategic plans which reflect the organisation's vision, mission and values ensuring relevance for all staff
Mental Health Service	2. Lead organisation-wide primary mental health service model design, including Aboriginal and Torres Strait Islander models; implementation and operational oversight across sites and funded programs. 3. Providing day-to-day direction and management of Mental Health/ Wellbeing programs and operations, and fulfil funding objectives, clinical governance, and maximise effectiveness, efficiency and team functioning
Human Resources	4. Ensure clinical supervision; credentialing; and monitoring of mental health clinicians and workers. 5. Establishing, implementing and evaluating career development pathways factoring succession planning; changing business environments; and site-based diversity
Finance	6. Selecting, training, and managing the performance of staff
Relationships and Business Development	7. Embed cultural competency in all areas of delegation 8. Monitor and oversee funding contracts on a monthly basis, including review and analysis of program profit and loss activities 9. Identify and champion the development of relationships and business development opportunities 10. Continuous improvement focussed on stakeholder satisfaction
Efficient and Effective Service Delivery	Comply with organisation processes in carrying out: 1. Timely and accurate completion of data relating to service delivery 2. Reporting of outcomes/deliverables in line with funding schedules 3. Continuous quality improvement standards
Professional Conduct	1. In your position, you are responsible for the interchange and management of communication with internal and external stakeholders. 2. Compliance with organisational code of conduct 3. Compliance with organisational policies and procedures 4. Compliance with relevant legislation, including the Queensland Mental Health Act 2016; Aged Care Act 1997; National Disability Insurance Scheme Act 2013; Workplace Health and Safety Act

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	<p>2011;Queensland Equal Opportunity and Anti-Discrimination Act 1991.</p> <ol style="list-style-type: none"> 5. Compliance with relevant standards of practice including: The National Practice Standards for Mental Health Workforce 2013; and The National Standards for Mental Health Services 2010. 6. Compliance with Code of Professional Conduct and Statement of Ethical Practice for National body relevant to this discipline 7. To behave in a professionally responsible and accountable manner at all times <p>Flexibility in working role related to changing job requirements including:</p> <ol style="list-style-type: none"> 1. Willingness to take on activities or tasks that may fall outside of regular duties 2. Capacity to identify and/or respond to areas of need within the workplace in negotiation with Line Manager
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Reporting

This position reports to the Executive Manager Primary Health Care and Human Resources.

Additional Information

Salary package:

Commensurate with qualifications and experience
 Salary Sacrifice entitlement up to \$15900pa
 Employer contribution to superannuation 9.5%
 Annual leave loading 17.5%

Hours:

This position is 1.0 full time equivalent (FTE), based on a 76 hours per fortnight, however additional hours will be required to achieve the outcomes of this role. Time Off in Lieu is not applicable.

Location:

This position is currently based in Normanton

Travel Requirements:

Travelling by road and/or in small planes to communities within the place catchment area

Criminal History Check:

All final applicants for this position will be asked to consent to a criminal record check. Please note that people with criminal records are not automatically excluded from applying for this position. Unless the offences are precluded under relevant legislative requirements. Each application will be considered on its merits.

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Selection criteria

Essential

1. Possession of a degree or equivalent qualification from an approved course or educational provider, accompanied by demonstrated mental health experience.
2. Hold a current registration with the appropriate Registration Board or Professional body
3. Extensive experience in leading primary mental health service model of care design, implementation and operational oversight.
4. Extensive experience in the operational oversight of competent and culturally accepted mental health and wellbeing service provision to Aboriginal and Torres Strait Islander peoples in regional, rural and remote communities.
5. Extensive contemporary experience in whole of workforce achievement of performance based outcomes.
6. Demonstrated high level communication, interpersonal, negotiation and change management skills with a record of successful change management.
7. An ability to interact effectively with people of diverse cultures.
8. Current unencumbered 'C' class driver's licence.
9. To be considered you must be an Australian or NZ Citizen or Permanent Resident, or have a relevant visa allowing you to live and work in Australia with no restrictions. NWRH does not undertake visa sponsorships.

Desirable

1. Demonstrated understanding and application of Mental Health Stepped Care principles
2. Extensive professional networks across funders; service providers and peak bodies of mental health and alcohol and other drug service delivery.
3. A general understanding of Primary Health Networks and their role in the health system.
4. Relevant post graduate management qualifications highly desirable.