

	Position Title: Aboriginal Clinical Team Leader		Team: Take Two Aboriginal Team		Region: Northern
	Supervisors: Clinical Manager	Delegations and Authorities: In Line with Delegations Policy		Band: C	Date Completed: 24 August 2018

ORGANISATIONAL INFORMATION

OUR VISION AND FOCUS	ROLE CONTEXT
<p>All children should have a good childhood, growing up feeling safe, nurtured and with hope for the future.</p> <p>Berry Street chooses to work with children, young people and families with the most challenging and complex needs. We work across metropolitan, regional and rural Victoria.</p> <p>To achieve our Vision, Berry Street delivers a wide variety of programs, from those aimed at strengthening families and communities through to those that focus on helping people recover from the trauma of violence, abuse and neglect.</p> <p>We also engage government, other community organisations and the general public in child-focussed advocacy and knowledge sharing.</p>	<p>Take Two is an intensive therapeutic service for infants, children and young people who have suffered trauma, neglect and disrupted attachment. It provides high quality therapeutic services for families, as well as contributing to the service system that provides care, support and protection for these children.</p> <p>Take Two is a Neurosequential Model of Therapeutics (NMT) flagship site, and this model guides our intervention planning. In addition to Take Two's application of NMT as part of its direct client work, there are fidelity, research, practice development and training activities.</p> <p>Take Two is a Victoria-wide service funded by the Department of Health and Human Services, auspiced by Berry Street, and is also involved in partnership with other community service agencies to provide services to therapeutic foster care, Aboriginal therapeutic homebased care, therapeutic residential care and the Stronger Families service. Take Two have an Aboriginal Clinical Team which specifically services Aboriginal and Torres Strait Islander children, families and communities throughout Victoria.</p>
OUR VALUES	PRIMARY OBJECTIVES OF THE ROLE
<p>Berry Street expects all staff to apply these Values in all aspects of their work.</p> <p>Courage: To be the best we can be and to never give up</p> <p>Integrity: Expect a personal and organisation commitment to honesty</p> <p>Respect: Acknowledge the importance of each person's heritage, traditions, identity, needs and aspirations</p> <p>Accountability: Be responsible for our own actions</p> <p>Working Together: Work with our clients, each other and our colleagues to share knowledge, ideas, resources and skills.</p>	<p>The primary objectives of the role are to:</p> <ul style="list-style-type: none"> • Responsibility for the oversight of the Aboriginal clinical team and management of all clinical activities. Supervision of this team requires knowledge and experience in providing sound clinical advice while maintaining a cultural lens. This involves ensuring that all clinical activities of the team are conducted in a highly culturally-appropriate manner. These activities include client work, internal or external cultural consultations and community engagement activities. • May carry a small case load. Given the seniority of the role the cases are more complex, with clients who are at various stages of the episode of care, such as assessment, treatment and closure. Therapeutic work can range from short to long term. • Responsibility for ensuring that the relevant regional consultation and referral processes are in place; that target numbers for client services are met; delivery of clinical services and timely reports; and that relevant client records are maintained according to Australasian standards. • With the Deputy Director develop collaborative and effective stakeholder relationships and manage the risk and safety in clinical practice and work environments.
	REPORTING RELATIONSHIPS
	<p>This role is based at our Eaglemont office. It is part of the broader state-wide Take Two Aboriginal Team which provides a culturally-appropriate clinical service to Aboriginal clients and Take Two teams. The role</p>

also includes supporting and partnering with Aboriginal Community Controlled Organisations (ACCOs) across Victoria through the Aboriginal Therapeutic Home Based Care program, the Community Wellbeing Program, secondary consultation and training. This role reports to the Deputy Director who will provide supervision and review. This role has 4-6 direct reports and works in conjunction with other team members.

EXPECTATIONS

All Berry Street staff are expected to meet the following expectations:

- Conduct themselves in accordance with the Berry Street Code of Conduct which is underpinned by the values of accountability, courage, integrity, respect and working together.
- Have a demonstrated understanding of and commitment to the principles of equity, diversity, continual improvement, risk management and occupational health and safety.
- Berry Street supports White Ribbon, Australia's campaign to stop violence against women. There is an expectation that staff never commit, excuse or remain silent about violence against women.
- Berry Street are committed to the safety, participation and empowerment of all children, including those with a disability and culturally and/or linguistically diverse backgrounds. Berry Street are also committed to cultural safety, inclusion and empowerment of Aboriginal children, their families and communities.

KEY SELECTION CRITERIA: KNOWLEDGE, SKILLS AND ABILITIES REQUIRED TO FULFIL THE ROLE

- Demonstrated experience in leading a team including Aboriginal and Torres Strait Islander staff and working directly with Aboriginal and Torres Strait Islander clients.
- Demonstrated understanding of the complexities and resilience factors for Aboriginal and Torres Strait Islander people, and of culturally respectful and sensitive practices for clients, families and communities.
- Demonstrated experience in supervising and ensuring high quality culturally-appropriate clinical assessment, intervention and review, relating to the impact of child abuse, neglect and mental health.
- Demonstrated ability to provide a high standard of complex direct service in the clinical assessment and treatment of children, young people and families; and to comply with service delivery towards output and outcomes requirement (please refer to expectations under assessment and treatment). Further the ability to provide sound secondary consultations.
- Demonstrated commitment to working collaboratively and the capacity to listen and consider others' opinions, respectfully and tactfully negotiate and liaise with DHHS, other agencies and the Aboriginal and Torres Strait Islander communities.
- Demonstrated management and leadership skills, including the provision of culturally-appropriate coaching, mentoring, supervision according to Berry Street's supervision model, team building, monitoring of workload and managing performance.
- Excellent written and oral communication skills including timely and accurate written reports, and able to clearly articulate and engage with a range of audiences - children, families and caregivers, Aboriginal Community Controlled Organisations (ACCOs), other professionals and the court system.
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.

QUALIFICATIONS AND OTHER REQUIREMENTS	DESIRABLE
<ul style="list-style-type: none"> • Tertiary qualification in Psychology, Social Work or related discipline. • Please note: The scope of this position does not require the employee to practice as a 'clinical psychologist' or a registered occupational therapist and, as such, discipline specific registration is not a requirement. If the employee wishes to maintain registration it is at their discretion and will not impact on the scope of this role. • A minimum of 7 years' experience conducting clinical work and experience in supervising clinical staff. • Employee WWCC, a valid driver's licence and satisfactory Criminal Records Check. 	<ul style="list-style-type: none"> • Post graduate training is preferred • Practice experience working extensively with Aboriginal and Torres Strait Islander infants, children and young people, families, carers, and communities.

KEY ACCOUNTABILITIES AND RESPONSIBILITIES

ACCOUNTABILITY	SPECIFIC RESPONSIBILITIES
Assessments and Treatment	<ul style="list-style-type: none"> • May carry a small case load. • Provide consultation concerning the mental health needs of Aboriginal and Torres Strait Islander Child Protection clients. • Co-working with other Aboriginal team members (or ACCO staff) to provide an integrated culturally-appropriate clinical service to Aboriginal and Torres Strait Islander clients and stakeholders. • The Deputy Director will be responsible for approval of clinical reports completed by the Clinical Team Leader. The Deputy Director approves specialised assessments for client's case managed by the Aboriginal Clinical Team Leader. • Attends court and gives evidence that may include their professional opinion based upon assessment reports and professional observations on the child/young person's development and relationships with significant others.
Oversight of clinical work	<ul style="list-style-type: none"> • Ensure that referral, case allocation, review and closure processes and systems are in place to meet agreed timelines and expectations. • Ensure that service delivery information is collected and recorded in a professional and timely manner, and is consistent with the requirements of an agreed management information system and the research strategy. • Provide specialist advice and consultation on particular cases. • At times specialised assessments are required. The Aboriginal Clinical Team Leader approves these assessments to ensure clinical governance. • Ensure that systems and processes are in place for all appropriate monitoring of clients identified as "high risk".
Team Work	<ul style="list-style-type: none"> • Work collaboratively with Aboriginal team members, and ACCO staff, to support culturally-appropriate clinical practice. • Work collaboratively with the system that sits around the child - child protection practitioners, ACCOs, education providers, health providers, care givers and family. • Partner with external agencies and professionals (such as ACCOs) to provide clinical interventions as required. • Ensure that constructive and collaborative relationships are developed and maintained with key stakeholders associated with the Take Two team. • Be comfortable working in an area of complexity and competently navigate and manage different points of view on case direction and planning. • Problem solve where required. • Play a lead role in the ongoing operation and development of TAKE TWO within the region of responsibility and actively contribute to its practice development, contract compliance, strategic planning, research, development, training and Aboriginal service strategies.
Administration	<ul style="list-style-type: none"> • Complete assessment, review and closure reports in agreed time frames. • Maintain up to date files. • Update data bases as required and expected. • Keep timely and succinct case notes and file accordingly. • Maintain records in relation to targets and consultations.
Supervision	<ul style="list-style-type: none"> • Provide cultural leadership and supervision to the members of the Aboriginal team in accordance with Berry Street's supervision policy. • Coach and mentor staff within the team. • Conduct annual reviews of staff in accordance with Berry Street policy. • Review and sign off on reports completed by clinicians and senior clinicians they supervise. • Co-working with clinicians as required; this may be due to complexities within partnerships or if a more complex cultural/clinical situation has

	<p>evolved.</p> <ul style="list-style-type: none"> • Supervise students as required.
Management and Leadership	<ul style="list-style-type: none"> • Assist the Deputy Director to ensure that high quality culturally-appropriate clinical services are delivered to the specified client • Advocate for culturally safe and respectful interactions and service design with the Take Two leadership group, through appropriate policy and program operation and development; and the recruitment, management and development of appropriately qualified and skilled staff. • Ensure that all clinicians understand the principles of Take Two and what is expected of them as a Take Two Aboriginal clinician. This includes the capacity for assertive outreach and the support of parents and carers (including foster parents, kinship carers and residential workers), effective liaison with case managers responsible for the care of these children and young people and effective care team participation. • Assist with the management of any serious incidents, co-ordinate the appropriate response and ensure appropriate follow up. • Support the manager in the recruitment, management and development of appropriately qualified and skilled staff and support the manager in the provision of orientation, support, supervision, annual staff appraisals and professional development plans in line with Berry Street policy. • Support the manager in the recruitment, management, development and evaluation of appropriate student placements within the team's region. • Identify key stakeholders in each region (including DHHS, Aboriginal Communities and Services, CYMHS, ELM HS, Drug and Alcohol services, Education and Community Service Organisations) and ensure that constructive relationships are developed and maintained. • Support relevant DHHS and Take Two convened Reference and Advisory Groups, facilitating advice and feedback about TAKE TWO and dissemination of learning from Take Two. • In conjunction with the Deputy Director, maintain collaborative working relationships with relevant Berry Street services. • Attends and participates on Professional Panels as required.

CONDITIONS OF EMPLOYMENT

1. This position is on a permanent full time basis working 76 hours per fortnight. There is no paid overtime, but any extra hours worked will be accrued as Time-in-Lieu according to the *Berry Street Victoria 2014-2017 Agreement*.
2. You will initially be employed at our Northern office in Eaglemont. You may be required to work from other Berry Street sites (on a temporary or permanent basis) as directed from time to time.
3. Terms and conditions of employment are in accordance with the *Berry Street Victoria 2014-2017 Agreement*, which includes above Award payments and eligibility for remuneration packaging. Salary packaging up to \$15,900 is available to Berry Street employees who meet the eligibility criteria outlined in our Salary Packaging Policy.
4. The base salary for this position is Team Leader Clinician which is currently \$96,250.96 gross under the *Berry Street Victoria 2014-2017 Agreement*. The value of the salary can be increased through salary packaging.
5. You will be eligible for a motor vehicle allowance in line with the Berry Street Motor Vehicle Policy.
6. Superannuation will be paid according to Superannuation Guarantee into a compliant fund of your choice or into HESTA Superannuation Fund.
7. The successful applicant will be required to undergo satisfactory pre-employment checks, including 2 professional referees, a pre-existing injury/disease declaration, a criminal records check and proof of identify and qualifications.
8. The successful applicant will initially be employed for a probationary period of 3 months. During this period, either party can terminate employment with one week's notice. A probationary review before 3 months will be undertaken.
9. Under Victorian WorkCover legislation, it is the applicant's duty to advise Berry Street of any pre-existing medical condition, which could be aggravated by the type of employment for which they are applying. The existence of a medical condition will not preclude you from employment, unless you are unable to perform the inherent requirements of the position. However failure to disclose any relevant injury or disease will jeopardise any entitlement you may otherwise have for a work-related aggravation of that non-disclosed pre-existing condition.
10. Berry Street has a smoke-free workplace policy.

INHERENT REQUIREMENTS OF WORK ACTIVITIES / ENVIRONMENT

Following is a table that outlines the main physical and psychological requirements of the position.

Element	Key Activity	Frequency
Work Environment	Manage demanding and changing workloads and competing priorities.	Daily
	Work in a team environment.	Daily
	Work in different geographic locations.	Daily
	Work office hours with the possibility of extended hours.	Regularly
	Work in an open plan office.	Could be daily
	Work in buildings which may be two-storey.	Could be daily
	Sit at a computer or in meetings for extended Periods.	Daily
	Present at court and other jurisdictions.	Occasionally
People Contact	Liaise with government, non-government and community organisations.	Daily
	Interact with members of the public who may display the full range of emotional expressions, including parents, partners, significant others, family members, advocates, doctors, police.	Regularly
	Interact with clients and members of the public who could display verbal or physically challenging behaviour.	Regularly
Administrative Tasks	Undertake administrative tasks which may include the following: computer work, writing reports, participating in meetings, concentrating for long periods of time, managing resources and budget and researching and analysing information and data.	Daily
	Use technology including photocopier, telephones including mobiles, fax, overhead projectors, televisions, videos, and electronic whiteboards.	Daily
Transport	Drive vehicles possibly over long distances and in all traffic and weather conditions.	Regularly