

POSITION DESCRIPTION

Youth Support Coordinator – Youth Complex Mental Health Service

Purpose of Role:

To work within the Port Stephens Youth Complex Mental Health Service (YCMHS) to engage young people and their families, conduct psychosocial assessments, provide brief interventions for young people presenting with mental health problems and related psychosocial issues and provide care coordination to support young people throughout their continuum of care to ensure young people (12-25yrs) with, or at risk of developing, severe mental illness are provided the right clinical care and support as soon as possible.

Reports to:

headspace Newcastle Service Manager

Key Relationships:

<i>Internal</i>	<i>External</i>
<ul style="list-style-type: none"> ▪ Port Stephens YCMHS service Service Manager ▪ Port Stephens YCMHS service Clinical Leader ▪ Clinical providers and other staff ▪ Other Hunter Primary Care staff. 	<ul style="list-style-type: none"> ▪ Clients of Port Stephens YCMHS service and their families/carers. ▪ GPs and other external clinicians ▪ Other agencies such as health providers, youth services, referrers, and schools.

Direct Reports:

Nil

Scope of Practice:

This position will be based in the Port Stephens area. Youth Support Coordinators in this role will be expected to work with young people with, or at risk of developing, severe mental illness. Youth Support Coordinators in this role will be expected to apply knowledge and skills in evidence-based psychosocial practice, in the area of mental health, to assist young people and their families with a range of emotional, psychological, or social needs by using a biopsychosocial approach to assessment, care coordination, and brief interventions which supports ongoing clinical care. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal, and profession-prescribed standards.

The service is funded and operated separately to the headspace Newcastle service, but will fall under the governance structures of headspace Newcastle and Hunter Primary Care.

Level of Decision-making Authority:

Operate within Hunter Primary Care policies and procedures within the scope of the incumbent's expertise under the direction or delegation of the **headspace** Newcastle Manager.

Key Responsibilities and Accountabilities:

Service delivery

- Conduct biopsychosocial assessments of young people as part of the youth intake assessment / screening process to identify care needs and level of risk
- Contribute to intake and planning meetings with **headspace** Newcastle staff via telephone or video-link, and email.
- If a young person is appropriate for the Port Stephens YCMHS service, to support and facilitate young people in accessing Port Stephens YCMHS services including clinical care and non-clinical support services
- To support and facilitate young people in accessing appropriate services outside Port Stephens YCMHS service Provide short to medium term, evidence based, brief intervention for young people presenting with mental health issues, to support ongoing clinical care
- Engage in family inclusive practice in working with young people (where appropriate)

Service Support and Development

- Contribute to creating a welcoming and accepting environment at Port Stephens YCMHS service
- Promote the philosophy and values of **Hunter Primary Care**
- Actively contribute to the development of Port Stephens YCMHS service Work collaboratively with all staff, private practitioners and co-located partners to ensure a responsive and high quality service to young people
- Act as a resource to staff, community partners and community, re: local youth services including housing, counselling, employment, education, health and legal services
- Build and maintain effective working relationships with other services working with young people in the government and non-government sectors
- Participate in quality improvement activities as needed

Professional Development and Education

- Maintain own professional development
- Participate in education and information sessions for young people, their families/carers, service providers and the community
- Participate in development of annual work plan

Organisation

- Follow all appropriate policies and procedures of Hunter Primary Care.
- Take reasonable care for own health and safety and the safety of other people. Ensure compliance with relevant WH&S legislation and that any issues are identified and actioned in line with policy.
- Communicate service improvements, initiatives and challenges to **headspace** Newcastle Manager

Essential Qualifications, Education and Experience:

- Relevant tertiary qualifications in Psychology, Social Work, Occupational Therapy, Mental Health nursing or other relevant tertiary health qualification.
- Relevant experience in working with young people, their families/carers in a mental health setting and specific experience in working with young people with mental illness.
- Experience working with young people who have self-harmed, attempted suicide or who have suicidal ideation and those with emerging or established mental illness

- Experience in developing high quality professional relationships with young people (12 -25yrs) that includes engagement and assessment skills that aim to promote mental health and wellbeing.
- Demonstrated capacity to work autonomously, whilst being part of a team
- Demonstrated understanding of developmental needs of young people
- Demonstrated understanding of early intervention principles of youth mental health and substance use.
- Excellent written and verbal communication skills
- Ability to use electronic medical record systems, and relevant software packages such as Microsoft Word, Excel and Access

Desirable Qualifications, Education and Experience:

- Experience or training in brief interventions for mental health issues
- Ability to use initiative to identify areas for improvement and implement changes
- Demonstrated experience and flexibility in learning and adapting to new systems
- Understanding of the issues and barriers for young people in accessing services
- Experience in working with youth from Aboriginal and/or CALD cultures.

Any offer of employment will be subject to a clear Working with Children Check as a condition of employment. Criminal Record Checks will be required, however people with criminal records are not automatically barred from this position but appointment will be subject to completion of a risk assessment based on the requirements of the role

Position accepted by:

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Signature

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Date