

## Occupational Therapist

**Our vision:** *People and communities have strong mental health and wellbeing.*

**Our purpose:** *Partnering with clients and carers to deliver mental health and wellbeing services that enhance quality of life.*

**Our values:** *Hope, Creativity and innovation, Client focus, Making a difference, Integrity.*

## Position Information

<p><b>Purpose</b></p>	<p>The Occupational Therapist (OT) will provide high quality clinical assessments, flexible therapeutic interventions, diagnosis, expert consultation and specialist services including positive behaviour support and capacity building to clients with severe and complex mental ill health and dual disabilities. The Occupational Therapist will utilise expertise in delivering meaningful evidence based, time limited psychological therapies adjusted to be responsive to the needs of clients.</p> <p>Allied Health Clinicians will be highly motivated to work within a stepped care framework to meet the service delivery needs and provide holistic supports to clients to achieve their better life goals which reflect Mind's Model of Recovery Orientated Practice and organisational values for people with a psychosocial disability. This role will function within the Allied Health team based across the Mind Centres for Mental Health and Wellbeing.</p>
<p><b>Position reports to</b></p>	<p>Practice Lead</p>
<p><b>Mind classification level</b></p>	<p>SCHADS Level 5</p>
<p><b>Stream</b></p>	<p>Innovation - Allied Health</p>
<p><b>About the service</b></p>	<p>Mind Australia is one of the country's leading community-managed specialist mental health service providers with a range of residential, mobile outreach, centre based and online services. The organisation has been supporting people living with the day-to-day impacts of mental illness, as well as their families, friends and carers for over 40 years. Mind provides practical and motivational support that helps people to develop the skills they need to move on, thrive and improve the quality of their lives. It's an approach to mental health and wellbeing that looks at the whole person in the context of their daily life. Mind is committed to diversity and social inclusion.</p>

Mind values the experience and contribution of people from all cultures, genders, sexualities, bodies, abilities, ages, spiritualities and backgrounds. We encourage applications from Aboriginal and Torres Strait Islander peoples, people with a lived experience of mental ill-health and recovery, people living with disability, those who identify as LGBTIQ and applicants from culturally and linguistically diverse backgrounds.



	<p>The Innovation service stream offers a targeted range of supports and services that aim to maximise recovery outcomes including specialist clinical assessments and therapies, group education and learning, mentoring and coaching, education and vocational support, housing and linkage services, counselling, NDIS planning and access supports. The services operate in the context of local community, with a focus on supporting people to achieve their better life goals which reflect Mind’s Model of Recovery Orientated Practice and organisational values for people with a psychosocial disability.</p>
<p><b>Position description effective date</b></p>	<p>January 2023</p>
<p><b>Responsibilities</b></p>	
<p><b>Deliver high quality clinical support to individual clients</b></p>	<ul style="list-style-type: none"> <li>• Provide comprehensive and flexible therapeutic support services to clients and their family and carers including assessment, brief intervention, treatment planning, evaluation, education and research in accordance with professional, ethical and National Standards.</li> <li>• Provide mental health interventions and allied health therapy assessments (functional and sensory), and short-term intervention methods of demonstrated effectiveness that are person-centred, evidence-based and in line with the proposed model of care.</li> <li>• Provide behaviour support plans and short-term intervention methods of demonstrated effectiveness that are person-centred and evidence-based.</li> <li>• Provide clients with care coordination and advocacy to meet their specific needs.</li> <li>• Provide specific types of therapies that have proven to be effective with a cohort of clients.</li> <li>• Use adaptive language pertinent to the cohort such as “mental wellbeing” rather than “depression” or “mental illness”.</li> <li>• Apply professional judgement within the role, adapting routine clinical practice based on valid and reliable evidence for clients with complex care needs.</li> <li>• Commitment to participate in peer groups, multidisciplinary teams and clinical supervision.</li> <li>• Build capacity of clients, support the Allied Health team and provide appropriate training to support staff. Provide clinical advice and consultation to a variety of stakeholders internal and external to Mind.</li> <li>• Responsible for individual professional practice and demonstrate a high degree of autonomy, self-motivation and professional judgment.</li> <li>• Maintain a high standard of professional conduct and commitment to work collaboratively as a member of multidisciplinary team to</li> </ul>



	<p>provide integration and coordination between different sites or programs to facilitate the delivery of an efficient and responsive service to clients, families and carers.</p> <ul style="list-style-type: none"> <li>• Operate within the scope of the role, professional standards and Mind policies and procedures as amended from time to time.</li> <li>• Ensure AHPRA registration is maintained including appropriate documentation and record of CPD. In any instance of changes to AHPRA registration immediate notification must be provided to Mind.</li> </ul>
<b>Fee for service</b>	<ul style="list-style-type: none"> <li>• Support clients to achieve their individual plan goals, foster independence and strengthen their ability to live a better life.</li> <li>• Contribute to the establishment and attainment of client goals through evidence based intervention including recommendation and onward referrals as appropriate.</li> <li>• Contribute to the preparation of recommendations, assistive technology or home modification quotes, reports and treatment plans to inform clients ongoing NDIS funding or funding review.</li> <li>• Liaise with NDIS, NDIA, LACs, TAC, WorkCover and relevant bodies regarding client progress and to facilitate the provision of coordinated clinical care and treatment for referred clients.</li> <li>• Contribute to ensure productivity and the performance targets of the team are met, achieving agreed sessional targets and financial targets of the service.</li> </ul>
<b>Provide support to families and carers</b>	<ul style="list-style-type: none"> <li>• Support family and carer roles through understanding their concerns and the provision of information, education and referrals.</li> <li>• Build capacity, understanding and provide training to families and carers, support the Allied Health team and support staff.</li> <li>• Engage families and carers in the consultations and services.</li> </ul>
<b>Work with local service providers</b>	<ul style="list-style-type: none"> <li>• Support linkages, networks and partnerships with primary, community, clinical, physical health and mental health care providers within a stepped care model to enable holistic, integrated mental health care treatment and management for clients.</li> <li>• Make linkages and build relationships and referral pathways to maintain or create a range of local supports for clients that facilitate them living the life of their choosing in their own community.</li> <li>• Collaborate with others in the client's life including family, carers, mainstream support and other service providers chosen by the client to deliver elements of their plans.</li> </ul>
<b>Work with clinical partners</b>	<ul style="list-style-type: none"> <li>• Work within a multidisciplinary team: <ul style="list-style-type: none"> <li>- Supporting recovery oriented practice.</li> <li>- Supporting clinical interventions.</li> <li>- Actively participating in team, case and handover meetings.</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>- Enhancing collaboration between team members.</li> </ul>
<b>Risk management</b>	<ul style="list-style-type: none"> <li>• Develop and contribute to individual and behavioural risk management plans ensuring all appropriate contemporary evidence base theory is being drawn from and implemented to ensure our clients achieve outcomes enhancing quality of life. As well as review, write/develop behaviour recording tools and analyse and interpret data to be used for behaviour support plans.</li> <li>• Contribute and implement the service risk plan as required.</li> <li>• Ensure that risks are identified and managed according to Code of Ethics, National Standards and Mind's policy, procedures and processes.</li> <li>• Ensure complaints and incidents are managed in a timely manner and escalated to Practice Lead, General Manager or appropriate governing body as required.</li> <li>• Ensure that Work, Health and Safety processes are embedded in practice.</li> </ul>
<b>Service delivery improvement</b>	<ul style="list-style-type: none"> <li>• Ensure all performance targets as set by Mind are met and utilise performance reports to provide advice to the Practice Lead and General Manager on the achievement of KPIs to enable effective planning and service reviews.</li> <li>• Participate in performance appraisals, feedback and ongoing professional development.</li> <li>• Promote systemic change by identifying opportunities for service system improvement from individual client work and strengthening community partnerships to encourage innovative and collective solutions.</li> <li>• Contribute to data collection, service mapping and gap analysis activity.</li> <li>• Contribute to evaluation of the effectiveness of services in consultation with clients and their support networks.</li> </ul>
<b>Team work</b>	<ul style="list-style-type: none"> <li>• Support team members to ensure they manage services in accordance with Mind's values, models and performance targets and parameters.</li> <li>• Provide clinical advice and consultation to a variety of internal and external stakeholders.</li> <li>• Build capacity of the team, support staff, clients, family and carers, local practitioners, service providers and provide appropriate training and education.</li> <li>• Assist Mind and the Practice Lead to support the development of staff.</li> </ul>



<p><b>Stakeholder management</b></p>	<ul style="list-style-type: none"> <li>• Work collaboratively with the Allied Health team other relevant stakeholders to promote and facilitate client access to primary mental health care services including the provision of support to assist staff to recognise and respond to mental health conditions and provide effective clinical management.</li> <li>• Work collaboratively with the services, Allied Health team, service providers, community networks and internal and external stakeholders to complement existing services including health and wellness programs and mental health literacy strategies and campaigns for clients, families and carers.</li> <li>• Engage in productive working relationships that add value to service delivery.</li> <li>• Maintain stakeholder relationships with referral sources and coordinate services within agency and with other community providers.</li> <li>• Attend internal and external meetings, case conferences, reviews, networks and working groups as appropriate in line with Mind's Delegation Schedule and with the support of management.</li> <li>• Understand the impact of external influences for the service, team and Mind.</li> </ul>
<p><b>Other duties</b></p>	<ul style="list-style-type: none"> <li>• Document all activities using Mind's ICT system and processes.</li> <li>• Complete appropriate documentation including case noting and report writing.</li> <li>• Actively participate, contributing to the team and wider organisational initiatives.</li> <li>• Undertake relevant training and professional development.</li> <li>• Take personal responsibility for the quality and safety of work undertaken.</li> <li>• Contribute to service delivery improvements.</li> <li>• Other duties as directed.</li> </ul>
<p><b>Professional development</b></p>	<ul style="list-style-type: none"> <li>• Undertake relevant training and professional development, including regular supervision, appropriate to the primary work of the service and Mind.</li> <li>• Participate in reflective practice.</li> </ul>
<p><b>Accountability</b></p>	<ul style="list-style-type: none"> <li>• Conduct yourself in accordance with the Mind Code of Conduct and Mind policies and procedures which may change from time to time.</li> <li>• Proactively support Mind's vision of supporting people facing mental health challenges to live well and be socially included, in accordance with the Mind values.</li> </ul>
<p><b>Workplace health, safety and wellbeing</b></p>	<ul style="list-style-type: none"> <li>• Contribute actively to the maintenance of a safe workplace.</li> <li>• Ensure all safety issues are reported and addressed as they arise.</li> </ul>



<b>Lived experience</b>	<ul style="list-style-type: none"><li>• Contribute to a workplace that values lived experience and the inclusion of consumers, carers and families in the work we do.</li></ul>
<b>Cultural safety</b>	<ul style="list-style-type: none"><li>• Contribute to a culturally safe workforce and service environment for staff, consumers, carers and volunteers from all cultures, genders, sexualities, bodies, abilities, spiritualities, ages and backgrounds.</li></ul>



Position Requirements	
<b>Qualifications required</b>	<ul style="list-style-type: none"> <li>• Tertiary degree qualifications in Occupational Therapy or other health related field as designated by Mind.</li> <li>• Able to obtain registration with Australian Health Practitioner Regulation Agency (AHPRA) or equivalent accreditation and/or able to hold Mental Health Accreditation.</li> </ul>
<b>Knowledge, skills and experience required</b>	<ul style="list-style-type: none"> <li>• Previous experience in similar Occupational Therapy or Allied Health clinical role.</li> <li>• Proven experience in Community Services, Mental Health, Disability, Social Welfare, Housing, Healthcare or Government sectors is required.</li> <li>• Experience and expertise in working directly with people with mental health issues, complex needs and with their families and carers.</li> <li>• Awareness and understanding of the NDIS is desirable.</li> <li>• Demonstrated understanding of available community services, networks and supports.</li> <li>• Experience providing person-centred active supports.</li> <li>• Experience in assessing need and working collaboratively to plan goal focused recovery using evidence informed approaches and tools.</li> <li>• Demonstrated knowledge and clinical experience in flexible therapeutic support services including assessment, diagnosis, brief intervention, treatment planning and evaluation, education and research in accordance with professional, ethical and National Standards utilising clinical experience.</li> <li>• Demonstrated knowledge and experience in the application of theoretical approaches, practices and appropriate service responses including reminiscence therapies, validation therapy and adjusted cognitive behaviour therapy.</li> <li>• An understanding of service development and design.</li> <li>• Demonstrated ability to plan and prioritise to meet customer service delivery requirements.</li> <li>• Excellent customer service skills.</li> <li>• A track record in successful relationship development, stakeholder management and strategic partnerships.</li> <li>• Excellent interpersonal and communication skills with the ability to consult, negotiate and influence peers, stakeholders and government agencies with diplomacy to achieve effective outcomes.</li> <li>• Skills and experience in advocacy, collaboration, facilitation, evaluation and problem solving.</li> <li>• High level organisational skills with demonstrated ability to prioritise, manage multiple complex tasks concurrently, work under pressure and meet deadlines.</li> </ul>

To learn more about Mind visit [mindaustralia.org.au](http://mindaustralia.org.au)



You can also watch our Great Minds series of videos by visiting [www.youtube.com/mindaustralia](http://www.youtube.com/mindaustralia)

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	<ul style="list-style-type: none"> <li>• Ability to work both autonomously and collaboratively showing initiative and flexibility.</li> <li>• Demonstrated experience in client notes, reporting and working with a variety of electronic systems.</li> <li>• A lived experience of mental ill health and recovery or experience caring for a person with mental ill health is desirable.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Right to work in Australia.</li> <li>• Current valid Australian driver's licence.</li> <li>• Current NDIS Worker Screening Check Clearance.</li> <li>• Working with Children Check or equivalent (Blue Card - QLD).</li> <li>• Able to obtain and provide evidence of vaccinations against COVID-19.</li> <li>• Able to travel to various locations and Mind Centres for Mental Health and Wellbeing.</li> </ul>

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