

## Position Description

### Coordinator, Child & Young Person Community Workers

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<b>Position No:</b>	NEW
<b>Business Unit:</b>	Provost
<b>Division:</b>	School of Psychology & Public Health
<b>Department:</b>	The Bouverie Centre
<b>Classification Level:</b>	HEO7
<b>Employment Type:</b>	Full time- Fixed term 3 years
<b>Campus Location:</b>	Brunswick, Melbourne VIC
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

The Bouverie Centre - <https://www.latrobe.edu.au/research/centres/health/bouverie>

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## **About The Bouverie Centre**

**The Bouverie Centre (Bouverie)** is a values-based Practice-Research Centre of La Trobe University, within the School of Psychology and Public Health. Established in 1956, The Bouverie Centre was the first family therapy centre in Australia, and draws on this history to promote its vision of healthy relationships in families, organisations and communities, through its integrated clinical, training, academic and research endeavours.

Bouverie is funded by the Department of Health (DH) to provide statewide training to mental health professionals in family and systemic skills, and to provide clinical services to families where a member suffers a mental illness or the effects of alcohol and drug use.

The Centre also supports three post-graduate academic courses in family therapy: Master of Clinical Family Therapy (encompassing a Graduate Certificate and Graduate Diploma in Family Therapy). The Centre also offers the Graduate Certificate in Family Therapy: First Nations, a culturally adapted program for Aboriginal and Torres Strait Islander students, supported on country.

As an integrated Practice-Research Centre, we nurture extensive industry-research partnerships in the mental health and well-being field. Our research aims to understand how relationships and circumstances affect abilities to develop well, to care for ourselves and others, and to manage challenging times, at all stages in life, in all cultures, for all people. We work closely with stakeholders to translate research findings into meaningful protocols that support the well-being of individuals and families, and serve multiple practice, policy, public health, and research purposes.

This position will allow Bouverie's continued growth in its capacity to have positive real-world impact.

### **La Trobe University, the School of Psychology and Public Health**

As a large School within La Trobe University, the School of Psychology and Public Health undertakes teaching and research across a broad range of disciplines, including Family Therapy, Art Therapy, Rehabilitation Counselling, Psychology, Counselling, Neuroscience, Public Health, Digital Health and Analytics, Health Information Management, and Ergonomics, Safety and Health. The School currently comprises seven academic units: the Department of Public Health, the Department of Psychology and Counselling, the Centre for Alcohol Policy Research (CAPR), the Centre for Health Communication and Participation (CHCP), the Olga Tennison Autism Research Centre (OTARC), the Australian Research Centre in Sex, Health and Society (ARCSHS) and The Bouverie Centre.

## **Position Context/Purpose**

This newly created position is located within the FaPMI (Families where Parent has a Mental Illness) Statewide Team which is part of the Practice & Service Development program at The Bouverie Centre. The FaPMI program aims to promote the wellbeing of consumers who are parents, their children and their families through timely coordinated preventative and supportive actions within Adult Mental Health and Wellbeing Services (AMHWS). The FaPMI program is recurrently funded by the Victorian State Government. FaPMI Statewide is responsible for co-ordinating the FaPMI program which includes Adult Mental Health and Wellbeing Service FaPMI coordinators, and more recently, FaPMI community worker Child and Young Person (CYP) positions located in 22 AMHWS across Victoria.

This position is part of an expanded FaPMI program under recommendation 32.2 of The Royal Commission into Victorias Mental Health System (RCVMHS) which enabled the employment of new workers to support young carers and the provision of brokerage funding to young carers to help with their practical needs. While contributing to the broader work of the FaPMI Statewide Team, the position will focus on the development and support of 32 new positions in AMHWS across the state to support young people who have caring responsibilities for a parent who experiences mental health challenges.

### **Duties at this level will include:**

#### **Generic Duties**

- Performs tasks requiring the application of substantial theoretical and/or professional knowledge and experience to a range of issues and circumstances requiring considerable interpretation.
- Develops proposals or recommendations and provides advice to staff at higher levels on program objectives, organisational structures and budget expenditure.
- Provides consultancy advice to others. May be recognised within or outside a School/Division/Department or equivalent as the expert in a specialised area of theoretical, policy or technical complexity.
- Negotiates solutions where a range of interests have to be accommodated, often requiring working with contributors with different areas of expertise.

#### **Specific duties/accountabilities for this position**

- Provide co-ordination and support for the CYP roles in a manner that integrates these roles with existing FaPMI co-ordinator roles.
- Assist AMHWS in the recruitment of FaPMI CYP positions.
- Ensure that FaPMI CYP positions receive an appropriate orientation to their roles locally and to the wider role of the FaPMI program.
- Facilitate peer support for FaPMI CYP workers.
- Identify the professional development needs of FaPMI CYP workers and ensure these are addressed in coordination with AMHWS and other services e.g. The Centre for Mental Health Learning.
- Review and update the FaPMI Program Guidelines to include the integration of FaPMI CYP Workers role.
- Contribute to the operation of FaPMI Statewide including deputising for the Statewide Coordinator and participating in FaPMI working groups and in statewide meetings.
- Provide support to FaPMI Statewide research and other projects.

## **Essential Criteria**

### **Skills and knowledge required for the position.**

- An undergraduate degree in an area relevant to the position with at least 4 years subsequent experience; or extensive experience and management expertise; or an equivalent alternate combination of relevant knowledge, training and/or experience.

### **Generic essential skills and knowledge**

- Excellent interpersonal skills, especially the capacity to work collaboratively and cooperatively in small teams.
- Demonstrated organisation and problem-solving skills, with an ability to manage several different projects concurrently.
- Demonstrated experience in project management in the tertiary sector or a related field.
- Demonstrated ability to manage multiple stakeholders to achieve stated outcomes.

### **Specific skills and knowledge required for this position.**

- Knowledge of the impact of mental health difficulties on families and particularly families where a parent has a mental illness.
- Experience of providing direct services to people experiencing mental health difficulties and their families in a mental health or related setting.
- Knowledge and experience in providing a range of workforce supports including clinical supervision and facilitation of peer support.
- Ability to design and deliver workforce training in contemporary formats e.g. online, self-paced and blended training.

### **Capabilities required to be successful in the position**

- Knowledge of own strengths, weaknesses and biases – modifying behaviour, based on self-reflection and feedback, to respond to others with empathy and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, demonstrate inclusivity and tailor communication in a way that is meaningful to the audience – consistently modelling accountability, connectedness, innovation and care.
- Demonstrated creative and critical thinking, ability to generate ideas to solve local problems and recommend improvements to current work practices.

### **Essential Compliance Requirements**

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### **Additional licenses/ memberships or unique qualifications/compliance required specifically for this position**

- Current Victorian Drivers Licence and a willingness to travel.

## Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

## Position Flexibility

We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

## Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

Our success can be attributed to its strong sense of community. We have a long-standing commitment to diversity, inclusion and social justice; we are committed to providing a workplace where all staff feel valued, respected and supported to achieve their full potential. We strive to build a workplace where all employees of diverse backgrounds, abilities, experiences, sexuality, gender, religion and age are welcome, valued, respected and one that is representative of our community. We demonstrate our cultural qualities by holding ourselves accountable and creating a culture of trust and innovation while genuinely caring for one another.

## La Trobe's Cultural Qualities:

### WE ARE CONNECTED



We are **connected** to each other and the communities around us. We engage with those communities to learn from our past, inform our present and impact our future.

### WE ARE INNOVATIVE



We are **innovative** in tackling the most important issues of our time. We are inquisitive and seek to develop new ideas that positively impact the way we work and the world around us.

### WE ARE ACCOUNTABLE



We are **accountable** for what we do and share a commitment to excellence. We are courageous and respectful in the way we hold ourselves and each other to account.

### WE CARE



We **care** about what we do and value the power of education and research. We care about each other and strive to create a safe and inclusive community.

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For Human Resource Use Only

Initials:

Date: