

# Position Description

<b>Position Title:</b>	Graduate Mental Health Social Worker
<b>Reports to:</b>	Nurse Unit Manager or Clinical Manager of Mental Health Program
<b>Department:</b>	Mental Health
<b>Directorate:</b>	Community Care & Mental Health
<b>Cost centre:</b>	H8502
<b>Code &amp; classification:</b>	Social Worker Grade 1 Years 1-3 (YC35 - YC37)
<b>Employment conditions:</b>	Victorian Public Mental Health Services Enterprise Agreement 2020 – 2024 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

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## POSITION SUMMARY

The graduate allied health mental health clinical social worker reports directly to the clinical educator. The Allied Health Entry Level Program is a structured and supportive 12-month program which enables newly graduated allied health clinicians to gain confidence and competency working in the public mental health sector. The overall aim is for entry level clinicians to be supported in delivering high quality trauma informed, consumer-centred and holistic care to people living with serious mental illness.

The program will include:

### Intensive orientation program

- Regular clinical supervision
- Peer support program
- Structured education, training, & professional development opportunities
- Targeted career planning & progression consultations
- Protected caseloads

You will be offered the opportunity to rotate through various departments within the organisation including in 6 months blocks in any of the departments where another qualified social worker is working from these areas may include:

### Adult Psychiatric Inpatient Unit – Wanyarra:

- Under the direction of a senior clinician provide specialist Social work assessment and intervention specific to consumer needs.

- Contribute to the planning, implementation, and evaluation of the therapeutic group program on the inpatient unit as part of the multidisciplinary team.
- Assist in consumer discharge planning and liaise with community services as required.
- Consult with care providers, community agencies, and the Multidisciplinary Team on Social work issues.
- Attend and participate in regular consumer reviews providing specific feedback on consumer program and participation in groups and comment on living skills, occupational aspects of daily living
- Participate in regular review of Social Work services on the inpatient unit and attend the acute Social Work meeting.
- Where indicated, to support consumers with their applications for the National Disability Insurance Scheme (NDIS). This may include providing consumers with assistance in preparing for planning meetings and articulating aims of application.
- Engage families in family meetings
- Provide discipline specific assessment and interventions to consumers within the multidisciplinary team.

#### **Adult Community Team:**

- Under the direction of a senior clinician, to work with a small allocated case load to provide clinical management, treatment, and support.
- Actively participate and contribute to multidisciplinary team reviews.
- Provide discipline specific assessment and interventions to consumers within the multidisciplinary team.
- Regular liaison and feedback with both internal and external stakeholders involved in a consumers' care.
- Where indicated, to support consumers with their applications for the National Disability Insurance Scheme (NDIS). This may include providing consumers with assistance in preparing for planning meetings and articulating aims of application.
- Maintaining regular documentation in accordance with community program guidelines.

#### **Infant, Child and Youth Wellness Mental Health Service (ICYWMHS):**

The graduate Social worker will work as part of the multidisciplinary team to undertake assessment, consultation, individual case management and family engagement.

- Social work specific assessment and care planning.
- Liaison with key external services including, kindergartens, schools/universities, and other services to provide advocacy and support to consumers to promote recovery through participation in meaningful occupations.
- Regular attendance and contribution at team clinical reviews and monthly Social Work practice development meetings.
- Consultation and engagement with families/carers of consumers.

#### **Headspace Centres:**

The graduate Social worker will work as part of the multidisciplinary team to undertake assessment, consultation, individual case management and family engagement.

- Meet with individual young people and families within the service and externally for “Welcome Appointments”. These appointments enable young people and families to be aware of the services offered within the Recovery and Youth Programs and enable them to register for the group program, enrol in Discovery College courses or connect with other Recovery or Youth Program services.
- Perform discipline specific assessments and interventions with consumers.

#### **Aged Psychiatry Assessment and Treatment Team (APATT):**

- Evaluate social work needs of consumers on the acute assessment unit according to agreed standards of clinical practice.
- Assessment of risk issues specific to the needs of the aged mentally ill consumer and implementation of strategies to manage these, in consultation within the multidisciplinary team
- Provision of individual and group therapeutic programs, specific to the consumer group (both on the inpatient unit and in the community) involving dynamic and individual approaches to engagement.
- Develop and implement a weekly activity timetable on the inpatient unit in conjunction with the multidisciplinary team
- Implement weekly consumer group and community meetings on the inpatient unit, feedback and implement recommendations as appropriate.
- Participate in discussion regarding planning and assessments at multidisciplinary clinical review meetings and family meetings as required.
- Assist in consumer discharge planning and liaise with community services as required.
- In consultation with the consumer’s case manager provide time limited follow-up post discharge to ensure successful implementation of the discharge plan

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### **RESPONSIBILITIES AND DUTIES**

#### **The following duties are inclusive of but not limited to the following:**

- Delivery of a comprehensive, consumer focussed Social Work service in the sub-acute, acute and outpatient settings.
- Promote and model collaborative and respectful staff-staff and staff-consumer relationships and to reflect on and resolve interpersonal tensions and utilise clinical supervision in peer settings.
- Establish effective working relationships with all internal and external agencies to promote an integrated approach to service delivery.
- Demonstrate a consumer centred, trauma informed, holistic focus and cultural sensitivity with interactions with consumers, carers, staff and the community.
- Ability to seek advice and assistance when required/appropriate.
- Sound communication and interpersonal skills
- Provide a high-quality service to internal customers and consumers that reflects best practice and adds value to GV Health
- Assist the organisation in achieving clinical effectiveness by providing the appropriate systems, information or services to clinical areas
- Ability to recognise the needs of family members/carers including dependants and consider relevant support options.
- Recognises the importance of work/life balance and use strategies of self-care

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## KEY SELECTION CRITERIA

### Formal Qualification(s) and Required Registration(s):

- An approved tertiary qualification in Social Work and eligibility for membership with the Australian Association of Social Workers (AASW)

### Essential:

- Recently graduated or new to the mental health field (early career)
- An approved tertiary qualification in Social Work and eligibility for membership with the Australian Association of Social Workers (AASW)
- Have a commitment to professional development, service development and evaluation
- Have a commitment to acute/community mental health for people with serious mental health issues
- Manage time and prioritise competing demands to ensure clinically appropriate care is delivered in a timely manner, and non-clinical timeframes and responsibilities are met

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## KEY PERFORMANCE INDICATORS

### Your performance will be measured through your successful achievement of:

- Knowledge of the Mental Health Act 2014 and other relevant legislation
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process

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## ALL GV HEALTH STAFF ARE REQUIRED TO

- Demonstrate GV Health's CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Develop and maintain collaborative relationships with all other teams and professionals;
- Promote and enable efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;

- Complete and maintain all mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Victorian Department of Health Victoria;
- Comply with all applicable position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;
- In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment.

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#### **ACCEPTANCE:**

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

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<b>Community Care &amp; Mental Health</b>	<b>Graduate Mental Health Social Worker</b>
<b>Reviewed by:</b>	Senior Mental Health Nurse
<b>Issue Date:</b>	December 2025

## ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

## OUR STRATEGIC PLAN

**The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:**

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

## FOR MORE INFORMATION

**Application tips:** [Application Tips - GV Health](#)

**GV Health:** <https://www.gvhealth.org.au/about/>

**Child Safety and Wellbeing:** [Child Safety and Wellbeing - GV Health](#)

**Living in Goulburn Valley:** [Goulburn | Regional Living Victoria](#)

**GV Community Connector:** [Community Connector Program for Businesses](#)