

# Position Description

<b>Position Title:</b>	Team Leader – YPARC
<b>Reports to:</b>	Manager – Infant, Child and Youth Mental Health & Wellbeing Services
<b>Department:</b>	Infant Child and Youth Mental Health and Wellbeing
<b>Directorate:</b>	Community Care & Mental Health & Chief Allied Health Officer
<b>Cost centre:</b>	H0516
<b>Code &amp; classification:</b>	Registered Psychiatric Nurse Grade 4, Years 1 – 3 (NP75 – NP77) Occupational Therapist Grade 4, Years 1 – 4 (HR9 – HR12); Social Worker Grade 4, Years 1 – 4 (HR25 – HR28)
<b>Employment conditions:</b>	Victorian Public Mental Health Services Enterprise Agreement 2025 – 2028 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 Youth Prevention and Recovery Care (YPARC) is a sub-acute residential mental health service designed for young people aged 16-25 years. The service provides short-term, recovery-focused, compassionate mental health treatment care and support for young people who are either stepping down from inpatient care or stepping up from community care to prevent acute deterioration. The YPARC offers a therapeutic, home-like environment where young people can stabilise, build coping skills and re-engage with their personal and recovery goals in partnership with a multidisciplinary team and the young persons networks.

The YPARC service integrates mental health treatment services delivered by GV Health, and operates in partnership with a local non-government organisation (NGO) provider to with a strong focus on prevention, early intervention and recovery, that aims to empower young people and their networks through holistic, person-centred care that is responsive to individual strengths and needs.

The YPARC Team Leader will provide leadership, working closely with the Manager, Infant, Child & Youth Mental Health and Wellbeing Service (ICYMHWS), Consultant Psychiatrist and members of the multidisciplinary team to lead and coordinate all aspects of continuity of care. This will include the processes of intake, referral screening, assessment, treatment care and support, bed flow management and discharge.

The YPARC Team Leader will lead and oversee a small team of YPARC clinicians, and have a significant role in facilitating a strong working relationship with the NGO partner provider, by contributing to complex care planning, offering consultation and guidance to staff, and fostering strong relationships with external partners and key stakeholders.

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## **RESPONSIBILITIES AND DUTIES**

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

- Work closely and liaise with the appointed Manager, NGO partner provider to support responsibilities associated with the effective day-to-day operational management and relationships at YPARC
- Provide leadership and direction for the YPARC clinical team
- Coordinate the intake and discharge planning for young people, in collaboration with relevant treating teams, the NGO provider, the young person and their family, carers and networks
- Oversee, contribute to and support clinicians to complete and maintain comprehensive assessment and clinical treatment and recovery plans, in partnership with young people and their families carers and networks.
- Lead and support the provision of a range of bio-psycho-social treatment programs and supports including individual, family and network, and group settings in YPARC
- Identify, engage and include other key community agencies and service providers involved in the provision of rehabilitation, recovery, support, and discharge planning consistent with the young person and family/carer/supporter needs
- Coordinate and participate in multi-disciplinary clinical review processes
- Develop and maintain clinical staffing rosters
- Complete monthly reporting
- Depending on service requirements, work flexible hours, as directed
- Perform other duties as directed

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## **KEY SELECTION CRITERIA**

**Formal Qualification(s) and Registration(s) Requirements:**

- Current registration with the Australian Health Practitioner Regulation Agency as a Registered Nurse, Occupational Therapist or eligibility for membership of AASW if Social Worker
- If a Registered Nurse, has post graduate qualifications in Mental Health or related field at a minimum of post-graduate diploma or holds a specialist Mental Health qualification.

**Essential:**

- Extensive work experience (minimum five years), and expertise in community-based mental health triage, assessment, support and treatment of people with a mental illness and associated complex issues
- Advanced clinical skills, including the ability to conduct comprehensive biopsychosocial assessments incorporating mental state examinations and risk assessments.”
- Strong knowledge of trauma-informed, recovery-oriented practice and experience applying evidence-based interventions in integrated mental health and wellbeing care processes.
- Demonstrated ability to manage complex referrals, prioritise and support workflow, and provide clinical guidance within a multidisciplinary team.
- Demonstrated organisational, time management and computer skills to maintain accurate records and support service flow
- High level of communication and interpersonal skills with the ability to develop effective working relationships, engaging with young people, families, and external stakeholders

- Demonstrated understanding and application of relevant legislation, government policies and strategic directions in relation to mental health and alcohol and other substances particularly as it relates to young people in a mental health and wellbeing setting.
- Post graduate qualifications in mental health and/or related field/or relevant experience.

**Desirable:**

- Experience applying co-design principles in the planning and delivery of mental health treatment, care and support services.
- Knowledge of quality improvement and flexibility to operate in an environment of change and continuous improvement
- Experience in the provision of an Open Dialogue approach with young people and their networks, or willingness to learn same

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## **KEY PERFORMANCE INDICATORS**

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

- Promoting and enabling of effective teamwork and service provision both within YPARC in partnership with Manager, NGO and with other service providers.
- Completion of monthly reporting
- Engagement in clinical supervision
- Provision of treatment, care and support to young people and their networks
- Ensuring all YPARC staff complete mandatory training

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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.

**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.

<b>Community Care &amp; Mental Health &amp; Chief Allied Health Officer</b>	<b>Team Leader - YPARC</b>
<b>Reviewed by:</b>	Manager – Infant, Child & Youth Mental Health & Wellbeing Services
<b>Issue Date:</b>	May 2026

## 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](#)