

Position Description

Position Title:	Mental Health and Wellbeing Clinician
Reports to:	Headspace Manager
Department:	Headspace Shepparton
Directorate:	Community Care and Mental Health
Cost centre:	H0504
Code & classification:	Registered Psychiatric Nurse Grade 3, Years 1 – 4 (NP81 - NP74), Psychologist Grade 2, Years 1 – 4 (PK1 - PK4), Occupational Therapist Grade 3, Years 1 – 4 (YB24 – YB27) Social Worker Grade 3, Years 1 - 4 (YC46 - YC49)
Employment conditions:	Victorian Public Mental Health Services Enterprise Agreement 2025 – 2028 or Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021 – 2025 and its successors, and GV Health Policies and Procedures (and as varied from time to time)

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).

POSITION SUMMARY

Program Information:

headspace is Australia's National Youth Mental Health Foundation, providing early intervention mental health services to 12-25-year olds. headspace can help young people with mental health, physical health (including sexual health), alcohol and other drug services, and work and study support. headspace Shepparton was established in 2013 with Goulburn Valley Health as the lead agency and with the support of six local agencies who form the headspace consortium advisory committee.

Purpose of the role:

The role of Mental Health Clinician at headspace Shepparton forms part of a holistic, multidisciplinary team providing mental health and wellbeing care for young people aged 12-25-years old and their families in the community. As part of this role, you are involved in different aspects of the service model including intake, assessment, brief intervention (Youth Access Team) and long-term therapeutic intervention (Enhanced Care) both in the centre and in an outreach capacity such as at secondary schools under the Enhancing Mental Health Supports in Schools (EMHSS) catchment, as well as the opportunity to be involved in representing headspace Shepparton at community events and in delivering therapeutic and social connection groups. These services and caseload will be considered and tailored to the clinician's skills and experience, whilst the clinician will be responsible for providing effective, high quality and responsive care for young people and their families. The headspace Shepparton Mental Health Clinician role will work under the guidance of the headspace Shepparton Clinical Lead and direction of headspace Shepparton Manager.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

- Foster a welcoming, youth-friendly culture at headspace Shepparton, promoting youth-led practices.
- Engage effectively with young people, families, and friends by adapting communication styles to their needs and context.
- Perform intake functions, seeking support when necessary.
- Conduct assessments and recovery planning ensuring best-practice, person-centered care that involves families.
- Deliver evidence-based, tailored therapeutic interventions based on individual needs.
- Provide case management, including referrals and stakeholder communication.
- Address Alcohol and Other Drug (AOD) use through identification, assessment, and intervention.
- Address the mental health needs of Aboriginal and Torres Strait Islander young people and families, Culturally and Linguistically Diverse (CALD) communities, and other priority groups including young men, young people living with disability, and those experiencing recent bereavement—ensuring culturally safe and inclusive care.
- Support and lead group-based therapeutic programs relevant to young people's needs.
- Conduct risk assessments, safety planning, and escalate care to tertiary services when required.
- Collaborate within an integrated service model to coordinate holistic care.
- Represent headspace Shepparton at community engagement events, occasionally outside standard hours.
- Adhere to clinical governance, legislative requirements, and the headspace Model Integrity Framework (hMIF).
- Respond to feedback and complaints to ensure safe, high-quality care.
- Contribute to service improvement initiatives and identify areas for growth.
- Mentor and support staff, students, and volunteers, including orientation and supervision.
- Participate in multidisciplinary meetings and clinical education.
- Engage in supervision and ongoing professional development.
- Support audits, research, and service improvement activities to enhance care quality.
- Take responsibility for own actions, seek guidance when needed.
- Maintain professional registration and comply with regulatory requirements (e.g. AHPRA, AASW, APS).
- Follow all relevant legislation, regulations, and organisational policies.
- Participate in annual performance reviews and uphold consumer rights and confidentiality.
- Maintain and develop clinical skills to meet evolving role requirements.
- Use organisational databases competently and maintain accurate clinical records.
- Complete program-related admin tasks on time.
- Undertake other tasks as directed by the Manager for efficient service delivery.

KEY SELECTION CRITERIA

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

- All Registered Psychiatric Nurses, Occupational Therapists and Psychologists must have: Current registration with the Australian Health Practitioner Regulation Agency as a Registered Nurse, Occupational Therapist, Psychologist
- All Social Workers must have: An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers
- All Occupational Therapists must have: Eligibility for registration with the Occupational Therapy Board of Australia, an approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.)

Essential:

- Demonstrated experience working with young people aged 12-25 years of age who have a mental health and/or alcohol and other drug problems
 - Knowledge, skills and expertise for provision of developmentally appropriate care that matches young person's age and stage of psychological development
 - Demonstrated ability to provide psychological assessments, consultation, case management, and therapeutic treatment services to people with psychological/psychiatric disorders, under supervision.
 - Demonstrated ability to work effectively in a multidisciplinary team
 - Demonstrated experience in undertaking intake and assessment and understanding of referral pathways
 - Experience in liaison and consultation with key agencies and other service providers associated with program delivery.
 - Knowledge, skills and expertise for provision of culturally appropriate and socially inclusive services to young people
 - Demonstrated ability to relate to people from a diverse range of social, cultural and ethnic backgrounds including Aboriginal and Torres Strait Islander people, people from culturally and linguistically diverse backgrounds, LGBTQIA+ and people with disabilities
 - A sound knowledge of relevant legislation, including the Mental Health Act 2014 and other relevant legislation and current Victorian mental health service delivery policies and their application to clinical practice.
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KEY PERFORMANCE INDICATORS**Your performance will be measured through your successful:**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
 - Development and maintaining of collaborative relationships with all other teams and professionals;
 - Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
 - Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
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AT GV HEALTH ALL STAFF ARE REQUIRED TO

- Demonstration of GV Health values and behaviours, being a role model for living the values, 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;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health 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;
- Maintain a safe working environment for yourself, your colleagues and members of the public;
- 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 the 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;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of 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 Department of Health Victoria;
- Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.

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 The 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.

Community Care and Mental Health	Mental Health and Wellbeing Clinician
Reviewed by:	Manager Headspace
Issue Date:	September 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](#)