

POSITION DESCRIPTION

Position Title:	Social Worker
Business Unit/Department:	Older Adults Mental Health, Unit 4
Division:	Mental Health & Wellbeing Services
Award/Agreement:	Victorian Public Mental Health Services Enterprise Agreement
Classification:	Grade 2 (YC42 to YC45) <i>Social Work increment reflects qualification and experience</i>
Reports To:	Program Manager, Chief Social Worker, Social Work Supervisor
Direct Reports:	N/A
Date Prepared/Updated:	14 November 2024

Position Purpose

This position is based at Unit 4 Older Adults Mental Health at Sunshine Hospital. The Unit is a 20 bed acute unit, which provides mental health assessment and treatment for people 65 years and older who reside in the Western metropolitan areas of Melbourne.

The role of the Social Worker-Grade 2 is to contribute to excellence in patient care through the provision of professional social work services and to provide the highest standard of clinical input to the multidisciplinary treatment team.

The Social Worker-Grade 2 will provide professional social work services, including psychosocial assessment, social casework (individual & family), supportive counselling, consumer & carer advocacy, family work (including family meetings), group work and community liaison, while demonstrating specialist skills in assessment and discharge planning, and other interventions with aged people with mental health problems and their families/carers.

The position requires previous social work experience, preferably with experience in the aged, mental health or aged mental health sectors. The position requires well-developed clinical expertise and a commitment to high standards of patient care, and a demonstrated capacity to work effectively as a member of the multidisciplinary team.

Social Work at Western Health Mental Health & Wellbeing Division

Social Workers provide services to people experiencing mental health and wellbeing concerns; and their families or supports. This is undertaken through utilizing both generic clinical mental health and discipline specific skills and knowledge.

Our Social Workers provide interventions that are informed by the values of the social work profession, respect for persons, social justice and professional integrity. Social Workers use a person centered, strength-based approach and recognize the psychosocial determinants and impact on one's mental health and wellbeing. Social Workers collaborate with consumers and their carers, families and supporters.

Our Vision

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Our Social Workers operate in multidisciplinary teams including Lived Experience workforce to meet the treatment goals and support needs of those experiencing mental distress and provide support to people in addressing their social and emotional wellbeing. We work across a wide range of settings, inclusive of community, inpatient and residential teams. Each of these teams works with either young people, adults or the older adult population.

Social Workers provide comprehensive psychosocial assessments and engage in clinical case work, discharge planning, work with families and carers as well as diverse and emerging communities. Social Workers utilize specialist skills such as mental health assessment, acute treatment, and support as well as other evidence-based interventions.

All social workers are expected to engage in regular clinical supervision for the purposes of support, education, and accountability as is required by Western Health and the AASW.

Business Unit Overview

The Division of Mental Health and Wellbeing Services spans across multiple Western Health sites and within the local community and services consumers across the lifespan.

The Division has recently been established following a key recommendation from the Royal Commission into Victoria's Mental Health System. The Western Health catchment includes the local government municipalities and growth areas of Brimbank, Sunbury, Maribyrnong and Melton.

Our recovery-oriented approach to care is provided by a multidisciplinary workforce comprising skilled clinicians, consumers and carers. These services include hospital based, community and specialist mental health and wellbeing services for adults, older adults, children and adolescents who are experiencing, or are at risk of developing a serious mental illness.

The Division collaborates across a number of Divisions within Western Health and partners with external health services and community services to ensure the provision of Best Care. The Division aims to innovate and develop services and care options across Western Health to ensure Best Care for the community of Western Melbourne.

Key Responsibilities

- Participate in clinical handover, clinical review, Unit and Social Work meetings.
- Provide professional social work services, including assessment, casework (individual & family), counselling, consumer & carer advocacy work, family work, group work and community liaison/development.
- Provide integrated social casework services, under clinical supervision, for clients and their families and carers, while the client is being treated within the inpatient setting. This includes psychosocial assessment, supportive counselling, advocacy, information and education regarding resources and services, social support and engagement, while demonstrating specialist skills in assessment and discharge planning, and other interventions with aged people with mental health problems and their families/carers.
- Convene and facilitate inpatient family meetings.
- Work with the consumer and carer/family as a system to address family system needs and issues (family work), including responding to issues/incidents of consumer/carer safety, such as elder abuse, domestic violence, sexual assault, family trauma, childhood abuse & trauma, homelessness risk, intergenerational issues, and vulnerable children at risk.
- Ascertain the need for formal advocacy for consumers via the Victorian Civil & Administrative Tribunal (VCAT), prepare professional reports accordingly, and attend hearings as applicant.
- Participate in the development of multidisciplinary treatment and discharge plans for clients.
- Ensure effective implementation of discharge plans.
- Manage risk and actively works towards implementing risk reduction strategies.

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- Ensure continuity of care to clients, families and carers across inpatient and community settings through close liaison and consultation.
- Network with other health and welfare agencies (particularly aged care, legal, advocacy and accommodation services) on client issues to ensure that clients have access to these services.
- Promote awareness amongst all Older Adults staff of the impact of social and psycho-social factors on the client and their families.
- Contribute to education programs for consumers, their families and carers about mental illness and disability in older people.
- Contribute to staff education/training.
- Participate in quality improvement through the ongoing evaluation and feedback of clinical services delivered to consumers, families and carers.
- Undertake regular monthly supervision with a Senior Social Worker.
- Undertake annual performance reviews with Unit Manager and Discipline Supervisor.
- Attend and actively participate in mandatory monthly discipline meetings and annual SW planning meeting.
- Supervise Social Work students on Fieldwork placements.
- Maintain a commitment to continuing professional education and undertake required professional development and mandatory training.
- Participate in relevant research and evaluation programs as required.
- Ensure that the unit and client resources are used effectively, efficiently and in an accountable manner.
- Facilitate group work within an inpatient or community setting.
- To take reasonable care for your safety and wellbeing and that of others
- To work in your scope of practice and seek help where required.
- To continue to learn through mandatory training and other learning activities.
- To seek feedback on your work including participation in annual performance discussion
- To speak up for safety, our values and wellbeing
- To prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- To work across a wide range of settings, inclusive of community, inpatient, and residential teams
- To engage in regular clinical supervision for the purposes of support, education, and accountability as is required by Western Health and the AASW.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Program or Unit Manager
- Team Leader
- Multidisciplinary Team
- Consumers and carers
- Social Work supervisor
- Social Work Chief
- Allied Health Clinical Educators
- Fellow Social Workers/Allied Health Professionals

External:

Key community stakeholders including but not limited to:

- My Aged Care/ACAS
- NDIS
- Housing, vocational and employment sector
- Police
- GPs & Community Health Providers
- Child and family services & Family Violence sector

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Selection Criteria

Formal Qualifications:

- An approved Degree in Social Work and eligibility for membership to the Australian Association of Social Workers (AASW)

Essential:

- Minimum of two years post-graduate social work experience in clinical settings. Previous experience in mental health, aged care, or aged mental health regarded favourably.
- Ability to undertake a range of social work interventions, including counselling, social casework (individual and family), family work, group work, and community liaison.
- Excellent interpersonal skills and the ability to communicate effectively with consumers, families/carers, colleagues and other service providers.
- Relevant knowledge of the issues faced by older people with a mental illness and their families/carers with sensitivity to the needs of people from diverse backgrounds.
- Demonstrated ability to work as part of a multidisciplinary team
- Excellent organisational, prioritisation and time-management skills.
- Demonstrated initiative-ability to be proactive, problem-solve and to look for opportunities for self-development and service development.
- Commitment to the Western Health values of creating a positive workplace with a person-centered approach supporting the best quality of care
- An understanding of the concept of Recovery as it relates to mental health
- A understanding of the mental health service system and the Mental Health and Wellbeing Act 2022
- Ability to work with consumers, family and carers from a range of cultural backgrounds and to provide gender sensitive services
- Ability to engage, liaise and consult with family members and carers as well as a broad range of health professionals and community agencies.
- Sound organisational skills and demonstrated capacity for using initiative and problem solving
- Demonstrated interest in ongoing professional development and ability to reflect and learn from experience
- Competent computer skills
- A current Victorian driver's license

Desirable:

- Ability to speak a community language in addition to English
- Aboriginal and Torres Strait Islanders are highly encouraged to apply
- Experience in working with ACCHO and Aboriginal Communities and Families

Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health

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- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017),
- Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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