

POSITION DESCRIPTION

Position Title:	Senior Clinician: Acute Community Intervention Service (ACIS)
Business Unit/Department:	Community Mental Health – Melton
Division:	Mental Health and Wellbeing Service
Award/Agreement:	Victorian Public Mental Health Services Enterprise Agreement
Classification:	RPN4, OT3, SW3
Reports To:	Manager – MH&W Community Team Team Leader – ACIS
Direct Reports:	N/A
Date Prepared/Updated:	17 March 2026

Position Purpose

Western Health’s Mental Health and Wellbeing Service (WH MH&WS) is situated in a growth corridor where continuous development, service expansion, and innovative programs are on the rise. Working within our catchment area offers challenging and rewarding careers, where teamwork, flexibility, and achievement are central to everything we do. We recognise that it takes a team to run a successful service, and we value and support all our team members.

The Senior Clinician plays a vital role in providing recovery-oriented community mental health services. This role requires strong leadership, advanced clinical expertise, and the ability to build capacity within the team. It involves a combination of direct clinical work and administrative responsibilities, making strong organisational and time management skills essential. The ideal candidate will demonstrate initiative and be capable of providing supervision to students and fellow clinicians as required.

Aligned with the Acute Community Intervention Service (ACIS), this role focuses on delivering timely, intensive, and short-term interventions for individuals experiencing acute mental health distress. Senior Clinicians will contribute to crisis assessment, risk management, and rapid response planning, ensuring consumers receive appropriate support while minimising unnecessary hospital admissions. Collaboration with internal and external stakeholders, including emergency services and primary care providers, is a key component of this role.

As a senior member of the team, you will be expected to lead by example, fostering a positive team culture, promoting open and effective communication, and taking a proactive approach to supporting the broader team.

Business Unit Overview

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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.

Western Health's Mental Health and Wellbeing Service (MH&WS) provides a comprehensive range of specialist mental health services to people residing in the local government areas of Melton, Brimbank, Maribyrnong and parts of Hume (Sunbury/Bulla). We deliver specialist clinical programs across Adult Community Services, EMH/PARC/CL Psychiatry, the St Albans Community Care Unit, the Adult Mental Health Rehabilitation Unit, and the Adult Acute Inpatient Unit.

The MH&W service is situated in a growth corridor characterised by continuous development, service expansion, and innovative new programs.

Our recovery-oriented care is delivered by a skilled multidisciplinary workforce, including lived and living experience workers, with input from 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

- Work in your scope of practice and seek help where required.
- Capacity to effectively assess and or screen consumer need/ referrals and make clinically informed decisions regarding the appropriate course of action, consulting colleagues/ external services as required.
- Coordinate care as appropriate by communicating and advocating for the consumer and their family/carers.
- Prepare transition plans in conjunction with lead consultant, registrar and other clinicians involving the client, carer and significant others.
- Ability to coordinate and plan acute crisis urgent assessments and secondary consultation.
- Please note that duties and responsibilities may be adjusted from time to time to meet team and service needs, as directed by the manager.
- Actively contribute to the team dynamic and culture with potential for additional tasks focusing on broader service development initiatives.
- Responsibility for a team-based portfolio and associated tasks/ activities.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Effectively utilise relevant electronic systems to maintain appropriate documentation for all client contact.
- Respect that Western Health is a smoke-free environment.
- Work within the Mental Health and Wellbeing Act 2022, ensuring compliance with all relevant guidelines and requirements.

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.

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Key Working Relationships

Internal:

- Community Team Manager, Community Team Leaders, Consultant Psychiatrists
- Multidisciplinary Team and Administration staff
- MH&WS clinical programs
- Divisional Director
- Clinical Services Director & Deputy Clinical Services Director

External:

- Centralised Triage
- Best care Unit
- Non-Government agencies, drug and alcohol services and primary health providers.

Selection Criteria

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Formal Qualifications

Occupational Therapists:

Registration under the Australian Health Practitioner Regulation National Law Act (2009) 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.).

Registered Psychiatric Nurses:

Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.

Bachelor Degree in Psychiatric/Mental Health Nursing or equivalent, or, Bachelor Degree in Nursing plus a Postgraduate qualification in Psychiatric/Mental Health Nursing.

Social Workers:

An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.

Essential

- Experience, minimum 5 years for nurses and 7 years for allied health, in the provision of clinical services in a high demand environment with consumers who have complex needs.
- Solid understanding of consumer Rights and Responsibilities, and the ability to facilitate consumers to make informed choices for recovery.
- Knowledge of AMHS's and appropriate evidence-based interventions/ management of high risk and complex consumer behaviour.
- Understanding of practical application of your professions Code of Ethics
- Understanding of Legislation pertinent to the provision of mental health services and in particular the Mental Health and Wellbeing Act (2022) and of policies and strategic directions of Public Mental Health Services
- High level of reliability and professional conduct
- Experience in working in clinical leadership roles
- Experience working collaboratively with primary health care providers and relevant community services
- Excellent interpersonal and communication skills (written and verbal) and the ability to problem solve, negotiate and communicate with staff, consumers and other service providers.
- Ability to work with clients from a range of cultural backgrounds within a recovery-based service delivery framework inclusive of gender sensitivity and family-based practice
- A current Victorian Drivers' License and capacity to drive work vehicles
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation.

Desirable

- Experience in the Alcohol and Other drug field.
- Experience in evaluation of clinical programs.

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.

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- 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
- 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 (Occupational Health and Safety Regulations 2022 (Vic), 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: [Click here to enter the Employee's name.](#)

Employee's Signature: _____

Date: [Click here to enter a date.](#)

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