



**Make a difference and join one of Australia's most innovative youth services.**

**Make a difference by joining one of Australia's most innovative youth services.**

## Lead Mental Health Clinician

The primary purpose of the Lead Mental Health Clinician is to work within the headspace multidisciplinary team providing mental health support to young people aged 12-25 years and their family and friends in the Swan Hill and wider region.

This position will involve travel to communities within the Swan Hill, Gannawarra and Buloke Shires. The position will involve conducting biopsychosocial assessments, developing care plans, and delivering evidence-based short-term psychological interventions. The role will also include care coordination support to young people, facilitation of groups, and community engagement work.

The Lead Mental Health Clinician will back fill for the headspace Senior Clinician when required. It also consists 0.4FTE as Clinical Educator to mentor and support student and graduate placements at headspace Swan Hill and the headspace National Early Career Program.

For more information, access the **Position Description** and material on **How to Apply** at [headspace Swan Hill](#) or [SHDH Vacancies](#)

This is a **full time, ongoing** position.

**Salary:** \$94,478 – \$109,874 per annum (salary range for relevant classifications, salary dependent on qualifications and experience).

**Any enquiries?** Contact Hayley Neuschafer, headspace Swan Hill Manager on [hneuschafer@shdh.org.au](mailto:hneuschafer@shdh.org.au) or 03 4010 7102.

**Applications close: 27 June 2025**

Swan Hill District Health is the Lead Agency for headspace Swan Hill.

headspace National Youth Mental Health Foundation is funded by the Australian Government Department of Health through Murray PHN.





## Position Description

### Lead Mental Health Clinician

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<b>Location</b>	<b>headspace Swan Hill</b>
<b>Classification</b>	Social Worker, Occupational Therapist, Counsellor (other relevant discipline) <a href="#">Allied Health Professionals (Victorian, Public Sector) 2021-2026</a>  Psychologist <a href="#">Medical Scientists, Pharmacists and Psychologists (Victorian Public Sector) 2021-2025</a>  Mental Health Nurse <a href="#">The Nurses and Midwives (Victorian Public Sector) 2020-2024</a>
<b>Salary</b>	<i>Salary in accordance with the appropriate Enterprise Bargaining Agreement and experience</i>
<b>Hours</b>	Full time (40 hours per week with Accrued Day Off (ADO) every four weeks).
<b>Term</b>	Ongoing
<b>Direct Employer</b>	<b>Swan Hill District Health</b> is the Lead Agency for <b>headspace</b> Swan Hill

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### POSITION SUMMARY

The primary role of the Lead Mental Health Clinician is to work within a multidisciplinary team providing mental health support to young people aged 12-25 years at both the headspace centre and via outreach to many communities across the Swan Hill, Gannawarra & Buloke Shires. The Lead Mental Health Clinician will take on Senior Clinician duties when the headspace Swan Hill Senior Clinician is unavailable. This includes leading clinical and case review meetings, risk management, the management of referrals and the allocation of young people when appropriate.

This position will deliver evidence-based psychological interventions to young people with mild to moderate mental health issues. These services will be provided to young people in stages 0-3 in the clinical staging model for early intervention youth mental health services. This will include conducting assessments and developing care plans in conjunction with the young person and identified family, friends, and professionals. The role will also include care coordination support to young people, facilitation of groups, and community engagement work.

The Lead Mental Health Clinician will collaborate with other staff and agencies to ensure a holistic approach to the young person's care. The Lead Mental Health Clinician will ensure young people have pathways to access a range of services relevant to their health, housing, social and developmental needs.

The Lead Mental Health Clinician will have 0.4FTE allocated to a Clinical Educator role to support student and graduate placements at headspace Swan Hill and the headspace National Early Career Program.

We are looking for enthusiastic and optimistic applicants that are passionate about working with young people, responsive, and intent on providing positive outcomes for young people, their family, and friends.

To find out more about **headspace**, **headspace Swan Hill** and **Swan Hill District Health** visit [headspace.org.au](https://headspace.org.au), [headspace-centres/swan-hill](https://headspace-centres/swan-hill), and [www.shdh.org.au](https://www.shdh.org.au).

## KEY RESPONSIBILITIES

### Clinical Work & Leadership

- Practice safely within their profession and their own scope of clinical practice.
- Practice within an evidence-based framework for individual, group, and family therapies.
- Conduct brief and/or comprehensive assessments, planning, implementation, and evaluation of care in collaboration with the client and the multidisciplinary team to achieve health goals and outcomes.
- Maintain timely, accurate, and current clinical records ensuring documentation meets professional and legal standards.
- Monitor patients for critical changes and in consultation with the Senior Clinician initiate appropriate risk/emergency procedures.
- Conduct health promotion activities which enhance consumer health and well-being and encourage and empower consumers to participate in their own health care.
- Collaborate with other health professionals to ensure the consumer's safe and effective transition across the care continuum and facilitate referrals to appropriate health resources and services.
- Participate in multidisciplinary meetings with clients and their family and friends as required.
- Engage in feedback informed practice with young people and as a continuous quality improvement activity.
- Address Alcohol and Other Drug (AOD) use through identification, assessment, and intervention. Supporting young people to engage with specialist AOD service if required.
- Contribute to clinical quality audits and continuous quality improvement activities.
- Adhere to clinical governance, legislative requirements, and the headspace Model Integrity Framework (hMIF).
- Engage in supervision and ongoing professional development.
- Mentor and support staff, students, and volunteers, including orientation, supervision, and secondary consultation.
- Chair weekly Allocation Meetings and Clinical Review Meetings with headspace and collocated staff when needed.
- Support headspace and collocated staff with risk management using headspace Swan Hill Risk Assessment Guidelines and Response Protocol.
- Relieve the reception role – responding to service enquiries, screening new referrals, and booking appointments as needed.
- Other duties consistent with Senior Clinical capacity when required by the headspace Swan Hill Senior Clinician or Manager.

### Clinical Educator (0.4FTE)

- Participate in the delivery and support the integration of the headspace National Early Career Graduate Program including:
  - Engaging in educational content
  - Co-facilitate tutorial style study groups
  - Provide individual mentorship to students and graduates
- Participate and support other Early Career activities facilitated by SHDH, headspace National or other partners.

### Community Engagement

- Work as a part of the headspace team to represent and promote headspace at community awareness and youth engagement events. This may at times include developing and facilitating events, projects, activities, and programs that increase the mental health literacy of young people and the wider community. These may be outside standard work hours.
- Ensure the collection of relevant data in order to measure deliverables and continuously improve the delivery of services.
- Ensure compliance with relevant quality and safety, professional, and healthcare standards.

### General

- Build and maintain effective relationships with key stakeholders (internal and external) involved in the provision of health, mental health and psychosocial services to young people and their family to enable integrated service delivery.
- Promote the positive reputation of the organisation.
- Participate in relevant training and development activities as an effective team member.
- Participate in quality and service improvement activities.
- Follow all relevant legislation, regulations, and organisational policies.
- Other duties consistent with the position where required or as requested by the headspace Swan Hill Manager from time to time.

## RELATIONSHIPS

The position holder will be required to develop and maintain positive and effective working relationships with a broad range of people and organisations. They must positively represent headspace and **Swan Hill District Health** to the public, community, government, and other organisations.

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<b>Reports To</b>	<b>headspace</b> Swan Hill Senior Clinician and Manager
<b>Internal Relationships</b>	headspace service staff headspace service collocated staff Swan Hill District Health staff Youth advisers/reference group members
<b>External Relationships</b>	headspace National staff Staff from other headspace services Consortium partner organisations and staff Local youth, health, and community service providers and staff Government departments, ministers, and staff

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Young people and their family and friends that access the service  
Other external partners, vendors, providers, and key stakeholders

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## SELECTION CRITERIA

Successful applications will complete and provide *all* the following:

1. a cover letter,
2. résumé,
3. responses to each bullet point (if able) under *Qualifications and Registrations*, *Experience*, *Knowledge & skills*, and *Personal attributes*.

### Qualifications and Registrations

- Psychologist (registered as a Provisional Psychologist or Psychologist with the Psychology Board of Australia).
- Social Work (eligible to be registered with the Australian Association of Social Workers).
- Occupational Therapy (Registered with Allied Health Practitioner Regulation Agency).
- Mental Health Nurse (Registered with Allied Health Practitioner Regulation Agency).
- A diploma or certificate in social sciences, health sciences, mental health, youth work, counselling or other related field or working towards a relevant tertiary qualification.

### Experience

#### Essential

- Demonstrated experience working in the youth, mental health, and/or community sector.
- Demonstrated experience in working with families, and the ability to support a team to work effectively with the family of young people.
- A solid understanding of mental health/social and emotional wellbeing (SEWB) care for First Nations young people.
- Knowledge, skills, and expertise for provision of culturally appropriate and socially inclusive services to young people.
- Demonstrated experience of embedding strong governance, quality, safety, and continuous improvement in all aspects of service delivery.
- Proven track record in building and maintaining effective working relationships with a range of internal and external stakeholders.

#### Desirable

- Demonstrated experience working with young people aged 12-25 years who have a mental health and/or alcohol and other drug problem.
- Experience in youth mental health services.

### Knowledge and skills

#### Essential

- Exceptional interpersonal skills with the ability to work with people from a diverse range of social, cultural, and ethnic backgrounds.
- The ability to work independently with limited supervision, and collaboratively as a productive team member.

- Highly developed verbal and written communication skills.
- Ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.
- Advanced computer skills including word processing, spreadsheets, electronic recording systems and database applications.

### **Desirable**

- A broad understanding of the mental health service system in the state, and knowledge of relevant legislation.
- A broad understanding of the primary health care system in Australia.
- A broad understanding of the challenges and experiences of young people in Australia, including specific community factors.

### **Personal attributes**

- Ability to relate and work effectively with young people and their family.
- High levels of professionalism, confidentiality and discretion.
- Positive and collaborative team player.
- Adaptability and flexibility to changing work environments and requirements.

## **WORKPLACE POLICIES AND PRACTICES**

All headspace employees are required to familiarise themselves with the organisations policies and procedures and to abide by them at all times.

It is expected that at all times employees will:

- Be respectful towards the organisation, colleagues, clients, and the general public.
- Support the headspace vision and objective and demonstrate the values of headspace.
- Take reasonable care of their own health and safety, and that of others in the workplace.

The position holder must also:

- Maintain a current Working with Children Check. \*\*
- Undergo a current and satisfactory National Police Check. \*\*
- Maintain a current driver's license. \*\*
- Maintain eligibility to work in Australia. \*\*
- Participate in a 6-month probationary period.
- Participate in annual individual performance reviews and professional development planning.
- Have some flexibility to travel, and to work after hours (including weekends and evenings).

*\*\* Evidence must be provided prior to appointment.*

Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji, and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.

All **Swan Hill District Health** employees are required to familiarise themselves with the organisation's policies and procedures and to abide by them at all times:

**Infection Control**

Each staff member has a responsibility to minimise exposure to incidents of infection/cross infection of residents, staff, visitors, and the general public.

The risk minimisation strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures, and guidelines.

**Continuous Quality Improvement:**

Each employee is expected to demonstrate a commitment to best practice

- All employees shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high-quality services.
- All employees will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards.
- It is the responsibility of every employee to be familiar with Health Service-wide and specific

**Person Centred Care:**

The Health Service supports in its values the philosophy of Person-Centred Care to ensure all people, including health service providers, clients, their carer's, and family members are respectfully cared for and encouraged to participate in the provision of quality health care.

We recognise diversity is part of every person and as such providers of health care must be actively involved in developing models of care that are person centred.

**Child Safety:**

All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.

SHDH have zero tolerance to child abuse.

Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.

**Our Purpose:**

**Connected Care / Best Experience**

SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.

**Privacy and Confidentiality:**

SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.

Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.

**Mandatory Training:** All employees must be aware of and complete designated mandatory training within the required timeframe.

**Safety:** **RESPONSIBILITIES: It is the responsibility of every staff member to:**

- Take reasonable care for their safety and the safety of others while at work.
- Report accidents, incidents, and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system.
- Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position.
- Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual.
- Complete all Mandatory training requirements as identified and directed.
- Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.

**Asset Management:** Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.

## SWAN HILL DISTRICT HEALTH AND SWAN HILL

For more **information on How to Apply** go to [www.shdh.org.au/employment/how-to-apply](http://www.shdh.org.au/employment/how-to-apply).

For more information about leisure, work and accommodation in Swan Hill visit [dreamswanhill.com.au](http://dreamswanhill.com.au) and [click here](#) to download a local information booklet.

### Further enquiries

To find out more about this position, please direct your enquiries to Hayley Neuschafer, headspace Swan Hill Manager on 03 4010 7100 or [hneuschafer@shdh.org](mailto:hneuschafer@shdh.org)

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**Approved by:** headspace Swan Hill Manager

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**Date Approved:** 12/06/2025

**Manager Name:** Hayley Neuschafer

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**Manager Signature:** **Date:**

**Employee Name:**

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**Employee Signature:** **Date:**

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<b>Position Applying for:</b>	
<b>How did you hear about this vacancy?</b>	<input type="checkbox"/> Current Employee <input type="checkbox"/> Word of mouth <input type="checkbox"/> Newspaper Ad <input type="checkbox"/> Radio Ad <input type="checkbox"/> Seek <input type="checkbox"/> Search engine <input type="checkbox"/> Social Media <input type="checkbox"/> SHDH website <input type="checkbox"/> Other, please specify.....

<b>First name:</b>		<b>Last Name:</b>	
<b>Date of birth:</b>		<b>Country of birth:</b>	
<b>Postal Address:</b>			
<b>Contact</b>	<b><u>Phone</u></b>	<b><u>Email</u></b>	

Are you of Aboriginal/Torres Strait Islander Origin?    ☐ No    ☐ Aboriginal    ☐ Torres Strait Islander  
(This question is voluntary)

Do you wish to be identified under this category?    ☐ Yes    ☐ No

Are you an Australian Citizen or Permanent Resident:    ☐ Yes    ☐ No    Date of Grant ...../...../.....

If no, what is your current Visa Status – Visa type \_\_\_\_\_ Expiry date ...../...../.....

Place/Country of issue: \_\_\_\_\_ Issue Number: \_\_\_\_\_

Do you require sponsorship?    ☐ Yes    ☐ No

**PLEASE ATTACH VISA DETAILS AND/OR STATUS INFORMATION WITH YOUR APPLICATION**

### Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

**Initial employment is subject to:**

- 6 months' probationary period (with a review at 3 months.)
- Requirement to work any shift
- Requirement to work in any department as required

**Hours of Work** –    ☐ Full Time    ☐ Part time    ☐ Casual    ☐ Fixed Term

Alternatively, please state availability:

### Discipline/Misconduct

Have you experienced discipline or misconduct action at any previous employment?    ☐ Yes    ☐ No

If **Yes**, please provide details:

## Police Check & Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment. It is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

### Do you have a current Police Check?

☐ Yes (please provide) ☐ No, but I am willing to get one if my application is successful.

### Do you have a current Employee Working with Children Check?

☐ Yes (please provide) ☐ No, but I am willing to get one if my application is successful.

## Pre-existing Health & Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

### Disclosure advice: - (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

**Signature of applicant:** \_\_\_\_\_ **Date:** ...../...../.....

**Enquiries can be directed to:** Recruitment Services P: 03 5033 9499, E: [employment@shdh.org.au](mailto:employment@shdh.org.au)

The Application for Employment form is required to be submitted with the following documents:

- ☐ Covering letter in support of application
- ☐ Response to Key Selection Criteria
- ☐ Resume
- ☐ Qualification evidence or supporting documentation
- ☐ Visa Detail (if relevant)