

POSITION: Psychologist
REPORTS TO: Living Learning Manager
DATE CREATED: August 2022

ORGANISATIONAL ENVIRONMENT

Melbourne City Mission (MCM) is a leader and innovator in the provision of services to the community. Established in 1854, Melbourne City Mission is a non-denominational organisation that supports thousands of Victorian people and communities to overcome barriers and disrupt disadvantage to live their life, their way.

As a service provider Melbourne City Mission's work is focussed on supporting people to take charge of their own lives and participate fully in community life. Melbourne City Mission's service profile includes: Children, Youth, Adult and Family; Disability; Employment, Education and Training; Homelessness; Justice; and Palliative Care.

As a social change agent Melbourne City Mission advocates for social policy change and works across all sectors in seeking to achieve sustainable outcomes for communities experiencing disadvantage.

JOB CONTEXT

Living Learning program is a new project funded by a Social Impact Bond (SIB). Living Learning provides extra multi disciplinary support to students of the Hester Hornbrook Academy (HHA) who are disengaged from school and experiencing mental illness. HHA is an independent specialist school run by Melbourne City Mission which provides flexible, community-based learning opportunities for young people across Melbourne. With the support of an Educator and a Youth Worker in every classroom, HHA aims to reconnect disengaged young people through a combination of learning and wellbeing support. The curriculum is flexible and tailored to each individual's interests and goals.

JOB PURPOSE

A Psychologist is required to complete assessments of and provide confidential counselling assistance to Living Learning students, associated consultation, and advocacy with related community stakeholders.

The Living Learning Psychologist will contribute to enacting the values and vision of the Living Learning program and work alongside HHA to provide effective support for the wellbeing of our students.

The Living Learning Psychologist will complete assessments and counselling assistance both on campus at HHA and via outreach depending on the students individual needs. The role of the Living Learning Psychologist allows flexibility and autonomy to provide appropriate support for our students across campuses.

The Living Learning Psychologist works with students, classroom team, school staff, parent/carers/carers and external professional groups or agencies. Assistance is provided with

matters pertaining to student wellbeing in the areas of learning, behaviour, and personal/social competence.

This position reports to the Living Learning Manager for operational matters, external professional supervision is provided. At all times, the delivery of counselling support is within ethical and professional obligations.

The Psychologist works in close consultation with the Living Learning and HHA Wellbeing Teams, Manager of Wellbeing and the Heads of Campus.

JOB OBJECTIVES

Duties of this role may include but are not limited to:

Counselling and Liaison

- Provide psychological counselling, therapy, support and programs for individual students and groups for a range of mental health, emotional and family issues
- Liaise with parents/carers, staff and external professionals/agencies as required to ensure care of students and appropriate case management
- Respond to referrals from parent/carers and members of staff and determine appropriate intervention
- Communicate student needs and case plan as required to parent/carers and relevant staff
- Assist the Leadership Team in the development and implementation of programmes addressing student needs (for example, developmental concerns, personal growth, resilience, transition, social skills, stress management, and mental health issues)
- Provide consultative advice and support and inform classroom team regarding recognising and responding to youth mental health appropriately
- Respond to crisis situations and provide appropriate support to the school
- Advise the Leadership Team when referring clients to outside agencies
- Consult with the leadership team as requested regarding the development and implementation of staff professional development programs relating to mental health

Assessment

Undertake psychological assessment and diagnosis. This will involve:

- Clear understanding of normal and abnormal adolescent development
- Knowledge and understanding of mental health disorders and their relationship to adolescent development
- Psychological assessment of mental health issues involving clinical measures, clinical interview, and observation and information from other sources
- Diagnosis requiring analysis and synthesis of acquired information
- Communicate results from assessments and recommended interventions to parent/carers and the classroom teams, both verbally and in writing when appropriate

- Where necessary, prepare and undertake referrals to external clinicians or agencies

GENERAL DUTIES

- Maintain appropriate confidential records. Collect, collate and maintain student information and records to meet legislative and system requirements
- Maintaining an awareness of school community issues and events which may impact on the school, and work with key staff as relevant/required
- Select, store and maintain appropriate psychological testing and therapy materials and equipment
- Develop and extend own professional skills and knowledge by attending related professional network and association meetings and conferences
- Maintain professional competence and continued professional learning through: mandated APS Code of Ethics & Guidelines, continuing professional development and, peer consultation
- Attend Academy meetings as per the meeting schedule
- Be involved in the extracurricular life of the MCM and HHA, by assisting and attending school events
- Undertake other duties, as required by the leadership team

KEY RELATIONSHIPS	
Accountability	The position is accountable to the Living Learning Manager.
Internal Relationships	<p>Psychologists may have relationships with staff from a range of MCM and HHA program areas, dependant on the needs of the people they are supporting. Some examples may include:</p> <ul style="list-style-type: none"> • Classroom team • Staff from Living Learning and Hester Hornbrook Academy • Staff from the Homelessness, Justice and Family Services team • Staff from Organisational Development • Staff from Human Resources • Staff from Properties and Facilities
External Relationships	Psychologists will actively liaise and network with a number of external service providers, organisations and stakeholders within the community, with the view to providing the most appropriate and effective services and supports to the people they support.

KEY SELECTION CRITERIA

Qualifications

Essential

- Must be fully registered with the Psychology Board of Australia under the Health Practitioner Regulation National Law (AHPRA - Australian Health Practitioner Regulation Agency)
- Have a current Working with Children Card (Victoria)

Desirable

- Master's Degree in Psychology (Clinical)
- Teaching Qualification

Experience

Essential

- Minimum of one years' experience in assessment and diagnosis, preferably in a school environment or with adolescents and parent/carers
- Demonstrated experience in initiating and implementing mental health, socio-emotional and wellbeing programs

Desirable

- Familiarity with psychoeducational assessment tools and report writing

Skills/Attributes

Essential

- Excellent communication and interpersonal skills
- Excellent organizational and time management skills
- Capacity to work as part of a number of teams
- Ability to successfully manage a number of diverse tasks in a busy school environment
- A commitment to ongoing professional development

This role is expected to adhere to appropriate professional conduct as governed by the Code of Ethics, Australian Psychological Society.

The MCM and HHA are child safe environments which actively promote the safety and well-being of all students, and all staff are expected to be committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations and in accordance with the MCM's and HHA's Child Safe Frameworks.

ORGANISATIONAL REQUIREMENTS AND COMMITMENTS

MCM's strategy is to create a working environment in which we have zero tolerance for compromised worker safety. As an employer we endeavour to provide a working environment that is safe for all employees and clients and adheres to Occupational Health & Safety regulations as an employer.

As an employee, you also have Occupational Health & Safety responsibilities as follows:

- To comply with all MCM policies related to Occupational Health and Safety in the workplace.
- Take reasonable care of your own health and safety in addition to the health and safety of your colleagues and clients who may be affected by your acts or omissions in the workplace.

LEADERSHIP CAPABILITY FRAMEWORK

In addition to the key selection criteria, applicants should be able to demonstrate the following attributes:

KEY AREA	BEHAVIOURAL CAPABILITIES
PARTNERSHIPS	<p>Customer Focused We do our best work when we understand people, and enable them to direct their own lives. We partner with others to provide access to what they need locally.</p>
PARTNERSHIPS	<p>Collaboration & Cooperation Seeks to find the right solution for all. Stays connected and works together with colleagues and students to achieve great things.</p>
PARTNERSHIPS	<p>Credibility & Integrity Establishes credibility and trust in the eyes of students and colleagues.</p>
REPUTATION	<p>Disrupting Disadvantage Promotes fairness, and seeks to provide added advantage and opportunity to those who would normally be disadvantaged.</p>
PEOPLE	<p>Resilience & Bounce Back Deals effectively with unexpected challenges and adversity. Quickly recovers to take a positive stance to set backs and disappointments.</p>
PEOPLE	<p>Wins Hearts & Minds Contributes to an environment where people want do their best work, and show commitment to the One MCM Purpose and Philosophy.</p>
PEOPLE	<p>Builds Capability & Realises Potential Plays an active role in their own and others' development. Encourages and inspires others to realise ambitions and potential.</p>

PEOPLE **Safety First**
Always puts safety first. Creates a safe, healthy and caring workplace that is expressed in all operational activities and interactions with others.

OUR VALUES

Employees are expected to commit to and demonstrate MCM's values:

Together We are inclusive and accepting of difference.
We work in highly effective teams and our people are connected across our organisation.
We engage proactively with others to deliver outcomes.

Courageous We speak up constructively in line with our convictions.
We pursue our goals with determination.
We are passionate about our advocacy role.

Curious We are inquisitive and ask why.
We challenge the status quo.
We actively explore the alternatives.

Open We are transparent/carer and have genuine, honest interactions.
We listen and hear people's voices.
We value and respect the autonomy of clients.
We trust one another.

Accountable We act safely in all our interactions.
We manage within our financial and resource boundaries.
We own our outcomes and decisions.
We are proud of the work that we do.