



## POSITION DESCRIPTION

Position Title

Psychologist

### PURPOSE OF THE POSITION

The Psychologist will work within a multi-disciplinary Wellbeing team, providing high quality mental health and social emotional wellbeing services to the Aboriginal and Torres Strait Islander people of the Shoalhaven.

The Psychologist will be responsible for the provision of evidence based counselling and psychological interventions. The Psychologist will involve clinical consultations, psychological assessments, and therapeutic supports to individuals, carer sand families as part of an integrated service response to improve mental health & wellbeing.

### KEY RESPONSIBILITIES & DUTIES

- Provide culturally appropriate psychological services and therapeutic care to clients in conjunction with other Wellbeing staff
- Conduct psychological assessments for clients of SCMSAC
- Supporting patients eligible for mental health treatment plans, have up to date plans and regular reviews conducted by their GP
- Provide advice and support to other professionals and staff members regarding effective ways to address mental health and social emotional wellbeing needs of clients
- Contribute to the design, development and evaluation of the SCMSAC's mental health and psychological programs and services
- Maintain up to date, accurate and comprehensive records and case notes in accordance with SCMSAC policy, AHPRA and best practice standards
- Produce requested reports in a timely manner
- Report to cases of suspected risk of harm to children and/or young people as per the SCMSAC policies and procedures and relevant legislation
- Assist in the reporting and investigation of all relevant issues as prescribed by the NSW Ombudsman
- Ensure the developments of therapeutic relationships with clients of the service are maintained professionally
- Communicate with referring agents and clinicians in the community involved in the ongoing management of individual consumers and their carers
- Ensure accurate documentation of information in a timely manner, including client records
- Contribute to the collection of data, and report on requirements for the program and services
- Attend relevant training as required and participate in regular professional development activities
- Knowledge and commitment to the principals of and practices of WHS and EEO and how these apply in the workplace
- Comply with all SCMSAC Policies and Procedures

- Undertake any other duties, consistent with skills and experience, as directed by the CEO or delegate

## KEY PERFORMANCE AREAS

- Service Delivery
- Client/Patient Care
- Data Collection and Reporting
- Stakeholder Engagement and Collaboration
- Continuous Quality Improvement, Risk Assessment & WHS

## KEY COMPETENCIES

### Qualifications, Knowledge and Experience

#### Essential

- Bachelor's Degree in Psychology
- Full registration with the Australian Health Practitioner Regulation Agency (AHPRA) and the Australian Psychological Society (APS)
- Demonstrated knowledge of current issues, standards and trends in the delivery of mental health, and social emotional wellbeing services to Aboriginal people
- Demonstrated experience or understanding of health and wellbeing issues affecting Aboriginal and Torres Strait Islander people, including a demonstrated awareness of and sensitivity to Aboriginal culture and history
- Excellent interpersonal skills with the ability to work with a broad range of people from a variety of backgrounds and experiences as well as highly developed verbal and written communication
- Demonstrated ability to maintain absolute confidentiality regarding patient and practice information
- Demonstrated computer proficiency, including the use of Microsoft Office applications, clinical record and data management systems and software, as well as proficiency in report writing and demonstrated ability to develop, organise and maintain clinical records and reports in a timely manner
- Demonstrated advanced practice skills and an ability to undertake Psychological testing and assessments covering a broad range of presentations
- Knowledge and ability to use evidenced based psychometric assessment tools, including the capacity to provide psycho-educational and therapeutic group programs to parents, children and family groups
- Ability to develop and implement treatment and recovery plans for individuals, groups and families as required
- Clear Working with Children, Working with Vulnerable People registration and National Police History Check
- Current Driver's License

#### Desirable

- Aboriginality\*

## PERSONAL QUALITIES AND ATTRIBUTES

- Highly developed organisational skills and capacity to prioritise competing demands
- Effective conflict resolution skills, negotiation, mediation and decision making skills
- Demonstrates, flexibility, initiative and ability to problem solve

## RELATIONSHIPS

With	Purpose
CEO	The CEO may make day-to-day requests for support and information from the Psychologist
Executive Officer - Wellbeing	The Aboriginal Mentor may receive guidance and direction from the Executive Officer.
Team Leader – Psychology and Counselling	The Team Leader is the first point of contact for the overall direction of work and will provide support to the Psychologist.
Managers, Team Leaders and Employees	The Psychologist will interact closely with Employees, Team Leader and Managers to develop and maintain effective working relationships, collaborate on matters, exchange information and provide advice and feedback.
Clients	The Psychologist will develop and maintain caring, supportive, professional relationships with clients ensuring professional boundaries are established and maintained.
External Stakeholders	The Psychologist will provide a locally based first point of contact for clients referred through the company. The Psychologist will also develop and maintain strong connections with external stakeholders such as emergency departments, mental health services, community organisations and other agencies in the local area.

## EMPLOYEE'S ACKNOWLEDGEMENT AND ACCEPTANCE OF POSITION DESCRIPTION

I have read and confirm my understanding of the above position description that will apply to my employment with South Coast Medical Service Aboriginal Corporation.

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed and approved on behalf of SCMSAC

\_\_\_\_\_  
Date

*Aboriginality\* - Aboriginality is a genuine occupational requirement and racial discrimination is a prohibition as outlined under Section 8(1) of the Racial Discrimination Act 1975.*