



# Youth Counsellor

POSITION TITLE	<b>Youth Counsellor</b>	VERSION	<b>1.0</b>
DATE APPROVED	<b>01.02.2017</b>	DATE EFFECTIVE	<b>01.02.2017</b>
REVIEW DATE	<b>01.02.2020</b>	REPORTS TO	<b>Clinical Lead</b>

## Position Summary

Working within a multi-disciplinary team, the Youth Counsellor will be a pivotal role within the relevant headspace Geraldton Centre. The clinician will contribute to developing and providing a high quality, early intervention intake response to young people, their families and community services. The clinician will have a direct role in the engagement, assessment, coordination and implementation of clinical care for young people and their families accessing headspace Geraldton. The clinician will assist in the referral of young people to appropriate programs either within headspace Geraldton or other community agencies. In addition, the position will participate in community awareness raising activities that promote early help seeking and intervention for mental health and substance use.

## Key Working Relationships

<b>Internal</b>	<b>External</b>
headspace Geraldton Centre Manager	Clients
headspace Geraldton Clinical Lead	Families and Friends
Youth Counselling Team	Stakeholders

# Position Description – Youth Counsellor



## Key Results Areas

Accountability	Behavioural Descriptors
	<ul style="list-style-type: none"> <li>• Work under the direction of headspace Geraldton Clinical Lead to provide youth friendly mental health services within the headspace Geraldton centre.</li> <li>• Provide a comprehensive intake service to young people, community members and professionals seeking services at headspace Geraldton, including receiving and processing telephone and faxed referrals.</li> <li>• Conduct initial screening assessments with young people and their families in order to provide an immediate response of either external or internal referral.</li> <li>• Provide psycho-social assessment using the agreed headspace Geraldton tool, to determine client suitability for ongoing headspace Geraldton services.</li> <li>• Deliver evidence-based brief interventions, including group interventions and problem solving, with young people and their families.</li> </ul>
OPERATIONAL	<ul style="list-style-type: none"> <li>• Provide specialist youth mental health support to consortium partners and co-located services.</li> <li>• Develop case formula and care plans.</li> <li>• Provide case co-ordination to ensure smooth referral transition.</li> <li>• Maintain accurate and timely case notes and records in approved database system.</li> <li>• Participate in regular clinical case review meetings and multi-disciplinary team meetings to ensure appropriate clinical service pathway and service delivery.</li> <li>• Liaise with relevant referrers and other services to promote a consistent and coordinated service delivery response for young people and their families.</li> <li>• Collect and enter data into the MMEx client management system.</li> <li>• Assist the headspace Geraldton Centre Manager and Clinical Lead in the ongoing development of enhanced clinical procedures and guidelines.</li> <li>• Participate in clinical research.</li> </ul>
SERVICE PROMOTION	<ul style="list-style-type: none"> <li>• Promote the headspace Geraldton program, communicate regularly with, and build and maintain collaborative working</li> </ul>

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	relationships with health and welfare agencies and the general community.
	<ul style="list-style-type: none"><li>• Participate in headspace Geraldton events and activities.</li><li>• Attend interagency networking events.</li></ul>
OTHER DUTIES	<ul style="list-style-type: none"><li>• Participate in the development, implementation and evaluation of Youth Focus and headspace Geraldton programs and initiatives.</li><li>• Participate in ongoing Professional Development and Training.</li><li>• Attend and volunteer at Youth Focus and headspace Geraldton centre events where possible.</li><li>• Fulfil any other duties within the scope of this position within your skills, experience and training.</li><li>• Adhere to all Youth Focus policy and procedure inclusive of Occupational Health and Safety requirements.</li></ul>

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## Competency Profile

### Qualifications

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- Tertiary qualifications in a relevant discipline.
  - Membership of an appropriate professional body.
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### Required Experience , Knowledge & Competencies

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- Experience in providing an intake service to young
  - Minimum of three years' experience working in a tier 2/3 youth mental health environment, with people, families and community organisations.
  - Demonstrated experience and ability to engage work with and coordinate care for young people aged 12 to 25 years in areas of mental health and substance use intervention.
  - Demonstrated experience and ability to undertake screening and assessment to determine young person's needs level of risk and to refer to other services as appropriate.
  - Passion for working with young people.
  - Excellent written and verbal communication skills.
  - Ability to problem solve and work creatively with young people.
  - Demonstrated ability to work effectively in a multi-disciplinary team.
  - Well-developed knowledge and understanding of relevant legislation, government policies and strategic directions in relation to mental health and alcohol and other drug disorders, particularly as it relates to young people.
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- Commitment to supporting clinical research within the service.
  - Competence regarding information technology, software packages and willingness to be trained and implement the headspace Geraldton data collection tool.
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## **Desirable criteria**

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- Experience with or an understanding of Bush Adventure Therapy (BAT) and the four key mechanisms for change that inform the clinical implementation of it as a practice option in a mental health context.
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## **Other Position Relevant Requirements**

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- Willingness to commit to Youth Focus values of Client Focus, Integrity, Commitment and Compassion as well as the Youth Focus mission.
  - Must possess a deep understanding and appreciation for diversity within the workforce and within our client and stakeholder base.
  - Hours of Work – weekdays, some flexibility may be required
  - National Police Clearance
  - 'C' Class driver's Licence
  - Working with Children Check Card
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