

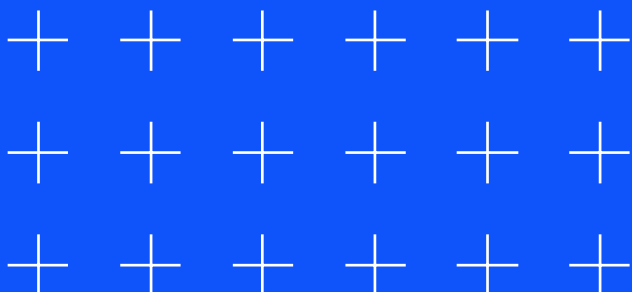


**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

**Grade 3 Social Worker – Senior
Clinician & CTS Team Leader**



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria’s first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we’ve moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We’re here when it matters most, and we’ll continue to be the first to speak out for our diverse community’s wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we’re inspired by our vision of Advancing health for everyone, every day. While we’re each going about our different roles, we’re united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. **Be a great place to work and a great place to receive care**
2. **Grow our Home First approach**
3. **Realise the potential of the Melbourne Biomedical Precinct**
4. **Become a digital health service**
5. **Strive for sustainability**



The department is supported by the SW Managers and SW workforce development manager. The SW department is committed to providing evidence based, patient centred practice. Supervision and reflective practice, professional development and quality improvement are a key focus of Social Work at RMH.

KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Display highly effective communication by demonstrating sound verbal, non-verbal and written skills
- Utilise specialised skills and knowledge in relation to addressing bereavement and trauma, social crisis issues, psychosocial issues, specialized skills with risk assessment and safety planning de-escalation of conflict, communication between patients and caregivers, and planning ongoing community needs.
- Demonstrate family violence risk assessment and management activities aligned to the Multi-Agency Risk Assessment and Management (MARAM) Framework, the Family Violence Information Sharing Scheme (FVISS) and Child Information Sharing Scheme (CISS) legislative requirements and related Melbourne Health guidelines
- Display advanced organisational skills through efficient time management, professional responsibility and accountability.
- Provide quality patient focused care through competent, evidence-based clinical skills relating to assessment, interventions and discharge planning.
- Demonstrate multi-disciplinary health care approach that achieves desired patient outcomes.
- Prioritisation of caseload and management of competing priorities including delegation where appropriate.
- Demonstrate a leading clinical role within the profession, The Royal Melbourne Hospital and the broader professional community.
- Provide advanced casework services to patients, reasoned recommendations and innovative options and solutions in areas of complex clinical care related to the areas of his/her expertise and other clinical areas as directed.
- Demonstrates an ability to evaluate clinical practice performance in accordance with Social Work Performance Indicators.
- Provide high level clinical supervision and consultation to more junior staff as per discipline guidelines and AASW Guidelines.
- Ensure direct reports receive regular feedback and participate in annual discussions.
- Support students and student fieldwork program including supervision of students and teaching undergraduates and/or post graduate students.
- Participate in the development, implementation and review of student education in conjunction with senior staff.
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Ensure training needs of direct reports are identified and undertaken.
- Ensure risk management activities are completed, effective controls are in place and incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.
- Create a psychologically safe work environment where everyone feels safe to speak up.
- Monitor and achieve relevant KPIs and targets and operate within their allocated budget.
- Lead research activities, presentations, conferences, workshops and service development initiatives as required



KEY RELATIONSHIPS

Internal

- Patients, families and carers
- Nursing, Medical and Allied Health Clinicians
- Aged Care Assessment Service (ACAS)
- Consultant Liaison Rehabilitation and Aged Care Consultation (CLRAAC)
- Transitional Care Program
- Hospital Admission Risk Program (HARP)
- Family Safety Team
- RMH Outreach Lawyers

External

- General Practitioners
- Department of Health and Human Services (DHHS)
- My Aged Care
- Community culturally specific services
- Post-Acute Care services
- Community based health and aged care services
- Diagnosis specific services
- Victorian Civil and Administrative Tribunal (VCAT)

KEY SELECTION CRITERIA

Formal Qualifications

- Qualifications which are acceptable for membership with the Australian Association of Social Workers. Must have eligibility confirmed.
- Higher Qualifications or progression towards these.

Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Excellent interpersonal and communication skills.
- Demonstrated ability to work collaboratively and demonstrated leadership qualities.
- Leadership competencies – ability to chair meetings, problem solve and provide clear advice to the team and stakeholders.
- High level skills in comprehensive assessment; discharge planning and counselling.
- Knowledge of the theory and principals of professional supervision.
- Extensive experience in providing professional supervision and professional development to staff.
- Outstanding knowledge and application of Social Work theory.
- Commitment to continued professional development.
- Ability to manage a demanding workload, and effectively prioritise tasks.
- High level skills in Microsoft Office suite of programs.
- Knowledge of relevant community services.
- At least 7 years clinical experience as a practicing Social Worker



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- Working with Children check
 - Possess an understanding of relevant legislation and practice frameworks relating to family violence practice, including but not limited to the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS) and the Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM)
 - A current Victorian driver's licence.

Desirable:

- Previous experience working within a public hospital setting.
 - Previous experience in research, program evaluation / development.
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KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
 - Achievement of portfolio specific KPI targets
 - Participation in and satisfactory feedback through the annual performance review process
 - Ability to maintain a safe working environment and ensure compliance with legislative requirements
 - Ensure direct reports have individual development plans including an annual review
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AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
 - Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
 - Deliver Safe, Timely, Effective, Person-centred Care (STEP) in line with our clinical governance framework.
 - Are an equal opportunity employer, committed to providing a work environment free of harassment and discrimination. We promote diversity and inclusion in the workplace.
 - Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.
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ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)



/ /

Date

