

Brimbank Mental Health and Wellbeing Local Program Facilitator

position number	iChris
status	Full Time, on-going (FT)
network	Services
agreement	Health and Allied Services, Managers and Administrative Workers (Victorian Stand-Alone Community Health Services (Multi Employer) Enterprise Agreement 2022-2026
classification	Management and Admin Grade 6
reports to	Cluster Lead- Brimbank Mental Health and wellbeing Local

about us	cohealth is a not-for-profit community health organisation. We provide health and support services in Melbourne's CBD, northern and western suburbs, and on the East Coast of Tasmania.
what we do	Our work aims to improve the health and wellbeing of our communities and address health and social inequality.
our organisation	cohealth is a community health organisation with an ambitious strategic plan. Our mission is to improve health and wellbeing for all and tackle inequality, in partnership with people and the communities they live in.
our people	People who work at cohealth are committed to designing and delivering high quality health care and promoting and protecting human rights.
diversity and inclusion	We want people of all ages, gender identities, sexualities, cultural backgrounds, and abilities to feel safe to bring their whole selves to cohealth. We are a Rainbow Tick Accredited organisation with over 20% of our staff from the LGBTQIA+ community. To find out more about us click here

network overview

Services Network

Our vision is for healthy communities and healthy people. We do this by providing care for individuals, community, and society, improving the health and wellbeing of the communities we serve, and addressing inequality in society.

We champion universal health care and human rights and strive for health and social equity. This is what we mean when we say care for all. Care for all is achieved when all people have access to the full range of health services they need, when and where they need them, and without financial hardship.

cohealth's services network delivers strong, people-centred primary and community health care that prioritises individuals and communities experiencing inequality. Our services focus not only on preventing and treating disease and illness, but also on helping to improve wellbeing and quality of life.

The services network comprises four divisions:

- Health promotion
- Primary and community care
- Mental health, homelessness, and family violence services
- Alcohol and other drug services

position overview and purpose

This Brimbank Local Program Facilitator role will be a part of the Senior Leadership team with the Brimbank Mental Health and Wellbeing Local program. It will include line management (not clinical/practice supervision) of Mental Health staff from a range of disciplines to further support the leadership team to implement the improvement plan.

Following recommendations from the Royal Commission, the Victorian Government is establishing up to 60 Local Adult and Older Adult Mental Health and Wellbeing Services, where one of these is operated by cohealth in the City of Brimbank. The Brimbank Local service acts as a welcoming front door to the public mental health and wellbeing system providing easy to access, high quality treatment, care, and support to people aged 26 years and over experiencing mental illness or psychological distress whose needs cannot be met by primary and secondary mental health care providers alone.

It is a free and easy to access, with no referral required. It offers the Brimbank community a flexible, user-focused service that is close to home and available when people need it. It is for people with any form of mental ill-health, connecting them with expert practitioners and compassionate care.

key accountabilities

Line Management responsibility	<ul style="list-style-type: none"> • Provide line- management formal supervision to Brimbank Local service provider staff including management of performance and targets, workplan monitoring, and coaching as needed in workplace relationship management. • Undertake annual performance development and review processes with Brimbank Local staff and connect with staff workplans • Oversee the management of professional development requests • Construct individual performance development plans in conjunction with staff to set performance direction, identify training and development needs. • Monitor, assess and manage day to day performance of staff. • Resolve or refer all grievances and complaints in line with cohealth's grievance and complaint handling procedures to minimise negative effects on employees and the organisation's operations.
Service delivery culture and teamwork	<ul style="list-style-type: none"> • Champion cohealth's culture to promote teamwork, employee development and empowerment to foster a culture of high performance and a workforce which demonstrates behaviours consistent with cohealth's values. • Work collaboratively with the Senior Leadership team to implement and evaluate the Service model
quality and continuous improvement	<ul style="list-style-type: none"> • Contribute to the principles of continuous improvement as articulated in cohealth's quality system and ensure compliance with cohealth policies/procedures. • To provide oversight of the Brimbank Local evaluation framework • Collaborate with cohealth data and quality team to inform governance and quality improvement reports • Contribute to the implementation and improvement of the quality systems within cohealth, the Services Network, and ensure compliance with documented procedures and processes. • Facilitate a process to ensure the Brimbank Local service directory is contemporaneous • Work with the Cluster Lead to implement the Brimbank Local Annual plan. • Work with the Brimbank Local Senior Leadership team to oversee a quality improvement program • Be a Trak/Care Connect champion and oversee the client management system and processes

health & safety compliance	<ul style="list-style-type: none"> • Provide and maintain a working environment that, as far as reasonably practicable, is safe and without risks to the health, safety and wellbeing of all (employees, contractors, volunteers). • Maintain awareness of and compliance with health and safety policies and procedures to maintain a safe working environment. • Take corrective action to remedy safety hazards or risks and restore a safe working environment.
Budget management	<ul style="list-style-type: none"> • In collaboration with Cluster lead prepare budgets and track expenses
Partnership and external representation responsibilities	<ul style="list-style-type: none"> • To support strategic partnerships and build strong relationships with key stakeholders to achieve Brimbank Local program goals. • To represent the Brimbank Local at external opportunities as delegated by the Cluster Lead

key selection criteria

- Relevant tertiary qualifications related to Social Work, Psychology, or a similar field.
- Demonstrated leadership in a community or public health organisation working with marginalised populations.
- Demonstrated experience developing a positive team culture.
- Demonstrated experience supervising and coaching staff to deliver quality outcomes and lifting performance when necessary.
- Demonstrated ability to understand and manage risk.
- Commitment to client care.
- Demonstrated high level communication and interpersonal skills with capacity to work effectively with managers, staff and clients whilst also expertly managing strategic partnerships.
- Is a devoted lifelong learner who openly shares knowledge.
- Strong belief and personal alignment in cohealth Values and Mission.

position requirements

- Relevant tertiary qualifications related to Social Work, Psychology, or a similar field
- Working with Children's Check (WWCC)
- Nationally Coordinated Criminal History Check (NCCHC)
- Victorian Driver's License

cohealth is a child safe and equal opportunity employer that offers generous salary packaging and opportunity to undertake professional training and development opportunities. Aboriginal and Torres Strait Islander people, and those who speak languages other than English are encouraged to apply.

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