

ROLE DESCRIPTION

Role Title:	Child Mental Health Advisor - Health
Role Reports to:	Senior Child Mental Health Advisor - Health
Role Created/Reviewed Date:	March 2021 / Reviewed April 2024
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Child- Prescribed (DCSI) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)

ORGANISATION

Overview

Emerging Minds is dedicated to advancing the mental health and emotional wellbeing of infants, children, adolescents and their families in Australia. Emerging Minds develops mental health policy, services, interventions, training, programs and resources in response to the needs of professionals, children and their families. Emerging Minds partners with family members and national and international organisations to implement evidence-based practice into the Australian context. Emerging Minds strives to build and nurture a culture where inclusiveness is a reflex, not an initiative. Different ideas, perspectives and backgrounds create a stronger and more creative work environment.

Emerging Minds leads the delivery of The National Workforce Centre for Child Mental Health, funded by the Australian Government. This initiative:

- develops innovative information and workforce development resources for clinical and non-clinical professionals to improve the mental health of infants and children;
- supports the development of knowledge, skills and practice for professionals working with children who would benefit from early intervention, including those who experience trauma; and
- supports the development of knowledge, skills and practice for professionals working with the parents and guardians of these children, with a view to assisting parents and carers to care effectively for their children.

ROLE CONTEXT

Primary Objective(s) of Role

Reporting to the Senior Child Mental Health Advisor - Health, the Child Mental Health Advisor - Health will form part of a small team to work at a national level to provide workforce support to Hospital and Health Service organisations to strengthen implementation of integrated support for infant, child and family mental health. The development of high-level relationships with state Health Networks, key stakeholders and organisations engaged in the delivery of mental health services to children (0 to 12 years) and their parents/carers is a key feature.

Direct Reports

N/A

Key Relationships/Interactions**Internal**

- Reports to the Senior Child Mental Health Advisor - Health
- Manager, Partnerships and Implementation
- Engagement Officer - Health
- All staff within Emerging Minds

External

- Publicly funded health and mental health including:
 - Child and Adolescent Mental Health Services.
 - Head to Health Kids Hubs
 - Child Development Services and Integrated Child and Family Hubs
 - Community Health Services
 - Regional, Rural and Remote Hospitals and Health Services

Challenges Associated with Role

Major challenges associated with the role include:

- Provision of organisation practice development to Child Mental and Development Services and Organisations.
- Development of key relationships with Health Networks and organisations engaged in the delivery of mental health and child development services to children (0 to 12 years) and their parents/caregivers (adult and child focused services) to support the implementation of learning and development strategies.
- Delivery of place-based workforce support activities in partnership with key stakeholders.

Delegations

Nil

Performance Development

The incumbent will be required to participate in the organisation's Performance Review and Development Program which. This will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to the organisation's values and strategic directions.

General Requirements

Managers and staff are required to work in accordance with including but not limited to: *Work Health and Safety Act 2012* (SA) and when relevant WHS Defined Officers must meet due diligence requirements.

- Equal Employment Opportunities (including prevention of bullying, harassment and intimidation)
- Fair Work Act
- Relevant Awards, Enterprise Agreements
- Duty to maintain confidentiality
- Smoke Free Workplace
- Code of Conduct
- Emerging Minds Policies and Procedures

Special Conditions

- An Australian citizen or resident with the right to work in Australia.
- Some out of hours work, including intra and interstate travel will be required. Overnight absences may be required. The employee must be willing to fly (subject to COVID-19 restrictions and Government health advice).

- It is a condition of employment that the employee is fully vaccinated (as determined by the employer) against COVID-19 to the satisfaction of the employer and provides the employer with evidence it considers satisfactory. These are both inherent requirements of the employee's position. Being fully vaccinated includes booster injections.
- The appointment is subject to the provision of a current National Police Certificate and a Child Related Employment Screening.
- Provision of a current National Police Certificate, to be renewed every three years thereafter from the date of issue.
- A Child Safe Environment Certificate must be maintained in accordance with the Emerging Minds policy.
- A minimum current South Australian 'Class C' (or interstate equivalent) driver's license is essential. The employee must be willing to drive throughout the course of their duties.
- This position is subject to a 6 month probationary period.

KEY RESULT AREA AND RESPONSIBILITIES

Key Result Areas	Major Responsibilities
Stakeholder Engagement	<ul style="list-style-type: none"> • Promote Emerging Minds, the National Workforce Centre for Child Mental Health to key National and State stakeholders within the Health sector. • Engage child mental health and development services working with children who would benefit from prevention and early intervention, including those who have experienced trauma, to support the identification of workforce support needs. • Strategic engagement to underpin the delivery of organisational implementation or quality improvement activities to support the integration of contemporary child mental health practices into services. • Support key stakeholders and organisations within to assess readiness and support workforce development strategies. • Support the review of client experience to ensure equitable access to Emerging Minds resources for target sector organisations and stakeholders. • Support the provision of advice in response traumatic events/incidents. • Strategic development of cross portfolio place-based strategies and workshops to networks of community organisations to improve shared understanding of child mental health. • Create strategic connections and capacity building networks of services through place-based activities and workshops.
Workforce Development	<ul style="list-style-type: none"> • Lead the delivery of organisational implementation or quality improvement activities to support integration of contemporary child mental health practices. • Promote child, parent and family mental health literacy resources and support collective and/or organisational strategies to support child mental health literacy through connections with health service networks. • Disseminate and provide implementation guidance on workforce development strategies for child mental health and development service networks to provide integrated mental health support for infants and children. • Disseminate and provide workforce support to service networks to use the Child and Family Partnership toolkit to strengthen capacity to partner with children, parents and families in service design, delivery and evaluation. • Disseminate and provide workforce support on the use of the Working with Aboriginal and Torres Strait Islander Families and Children Toolkit.

	<ul style="list-style-type: none"> • Provide guidance to service networks to implement tools, policies and systems to improve mental health support for infants, children and their families. • Deliver workshops and education to service network workforce development and practice leads. • Provide face to face training where it links with scaffolded learning and quality improvement strategies across service networks. • Ensure key data informs workforce development strategies at National, State and regional levels. • Identify and implement opportunities for integrated workforce development planning and delivery within service networks. • Assist in the development of regional or organisational activities to support learning and continuous improvement strategies that support infant and child mental health outcomes in service networks.
Compliance	<ul style="list-style-type: none"> • Operate under the direction of the Senior Child Mental Health Advisor - Health, with accountability to ensure the achievement of program outcomes within contract timelines and budget constraints for the Partnerships & Implementation portfolio. • Comply with contractual, legislative, regulatory and policy requirements. • Adhere to Emerging Minds Code of Conduct, conditions of employment and organisational Policies and Procedures.
Continuous Improvement	<ul style="list-style-type: none"> • Support evolving principles and practices to facilitate continuous improvement and position Emerging Minds as a leading Australian and International workforce development organisation.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS	
Qualifications	<ul style="list-style-type: none"> • An appropriate degree level qualification in health, behavioural or social sciences.
Workforce Development Skills	<ul style="list-style-type: none"> • High level experience in project management. • High level experience in utilising theory of change or program logic in supporting organisational change. • Experience in the development, delivery and evaluation of workforce development strategies regarding child and family mental health. • High level experience in the development and evaluation of implementation and quality improvement strategies. • Significant experience in child mental health or child development service delivery using empirically supported interventions. • Significant experience in working collaboratively with state based and regional programs and practitioners to implement quality improvement and/or workforce development strategies. • Experience in the initiation and evaluation of mental health prevention, promotion and early intervention strategies. • High level demonstrated experience in workforce development and capacity building initiatives.

Communication and Interpersonal Skills	<ul style="list-style-type: none"> • Demonstrated success in engaging and consulting with individuals, children, parents and professionals. • High level interpersonal skills and the ability to engage with a wide range of key stakeholders, organisations and professionals. • Drive, flexibility, initiative, resourcefulness and ability to operate under direction, with high levels of independence to ensure the achievement of program outcomes in tight timeframes. • High level demonstrated skills in the application of adult learning principles for face-to-face training, implementation and continuous improvement strategies. • Demonstrated ability to work effectively and cohesively within a multi-disciplinary team. • High level interpersonal skills and the ability to effectively and efficiently contribute to the objectives of the team.
Remote Working Skills (if applicable)	<ul style="list-style-type: none"> • Demonstrated capability to work remotely/independently to successfully achieve the key performance indicators and objectives of this role, and the team within prescribed timelines. • Demonstrated ability to establish effective working relationships, and engage collaboratively with members of your team, other employees of Emerging Minds, and external stakeholders, whilst working in a virtual environment. • Demonstrated experience and confidence in utilising video conferencing platforms, online tools and resources.
Knowledge	<ul style="list-style-type: none"> • Specialised knowledge in the area of mental illness prevention, mental health promotion and early intervention as it relates to children and families. • Demonstrated knowledge of National and State policies and plans relating to mental health, child and family health and welfare. • Demonstrated understanding of the intergenerational impact of colonisation and trauma, in particular, on Aboriginal and Torres Strait Islander peoples social and emotional wellbeing. • Demonstrated understanding of the impact of adult difficulties on parenting and the mental health outcomes for infants and children (0-12 years).
Organisational Skills	<ul style="list-style-type: none"> • Proven experience in meeting agreed outcomes within timelines in a team environment. • High level organisational skills and the ability to work autonomously or as part of a team to meet deadlines. • Demonstrated experience in accomplishing the objectives of a complex project/s utilising high levels of initiative. • Ability to translate evidence-based knowledge to inform context based and sector workforce practice.

DESIRABLE CHARACTERISTICS	
Qualifications	<ul style="list-style-type: none"> • A post-graduate level qualification in primary health care, public health or population health.
Attributes Experience	<ul style="list-style-type: none"> • Experience in the provision of expert advice on a consultancy basis to external bodies and the public. • An understanding of the structure and organisation of current Australian health and welfare systems involved with the care and wellbeing of children and families.

APPROVALS

Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name: Brad Morgan

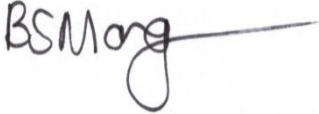
Role Title: Program Director

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Signature:

Date: 09 / 04 / 2024



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ROLE ACCEPTANCE

Incumbent Acceptance

I have read and understand the responsibilities associated with the role and organisational context as described within this document.

Name:

Date:

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Signature:

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