

The Royal Children's Hospital Melbourne  
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 Parkville Victoria 3052 Australia  
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 www.rch.org.au



## Position description

<b>Position title</b>	WHS Mental Health Lead (Staff Psychologist)		
<b>Department / Division</b>	Workplace Health and Safety		
<b>Classification</b>	PL1-PL4 Grade 3 Psychologist Year 1 – Year 4	<b>Employment Status</b>	<i>Full-Time, Fixed Term (3 years) 1 FTE</i>
<b>Position reports to</b>	Operational: Director, Workplace Health and Safety Professional: Psychology Service		
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville		

<b>The Royal Children's Hospital</b>
<p>The Royal Children's Hospital (RCH) has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. As a tertiary and quaternary centre, the RCH cares for the most critically ill and medically complex paediatric patients in Victoria. In addition to providing a full range of clinical services, the hospital also supports many health promotion and prevention programs. With more than 6,000 staff, 12 wards and 350 beds, the RCH is the major specialist paediatric hospital in Victoria, and also provides care for children and young people from Tasmania, southern New South Wales and other states around Australia and overseas.</p> <p>We are the state's busiest paediatric Emergency Department, often experiencing more than 300 presentations on any given day. The RCH is committed to working with health services across the state and plays a significant role in many critical state and nationwide services. We work collaboratively with hospitals to deliver the right care, in the right place, at the right time, for the benefit of all Victorian children. The RCH is committed to the safety and wellbeing of all children and young people. Click here for further information on our Commitment to Child Safety: <a href="http://www.rch.org.au/quality/child-safety">http://www.rch.org.au/quality/child-safety</a></p> <p>In April 2016, we became the first Australian hospital to implement the world-leading electronic medical record (EMR) and has a strong focus on supporting the successful delivery of the Parkville Connecting Care program – a shared EMR with The Royal Women's Hospital, The Royal Melbourne Hospital and Peter MacCallum Cancer Centre.</p> <p>The RCH is located within the Melbourne Biomedical Precinct, which is home to more than 45 world-class biomedical organisations, with collectively more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region.</p> <p>Further information on the RCH including the new RCH Strategic Plan 2019-21 Great Care, Everywhere is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>

#### ROLE PURPOSE

The purpose of this role is to oversee the delivery and implementation of The Royal Children's Hospital Staff Mental Health Strategy 2021-2023. As the project lead, you will coordinate initiatives and programs which focus on supporting, promoting and protecting staff mental health and wellbeing across the organisation, whilst evaluating and reporting on key outcomes and deliverables. As part of the multidisciplinary Workplace Health and Safety team, the mental health lead will provide specialised psychological support and guidance to staff through consultation with key stakeholders across the organisation.

#### KEY ACCOUNTABILITIES

- Coordination and delivery of the RCH staff mental health strategy including analysis and evaluation of all projects, initiatives, promotional events and activities supporting the strategy.
- Monitor and report on project milestones to the Director of Workplace Health & Safety.
- Develop strong links with all RCH teams and leaders to engage stakeholders in supporting the mental wellbeing of their teams through team observations, interviews, and other learning opportunities to integrate into the healthcare environment
- Liaise with key stakeholder groups in the implementation and delivery of psychological interventions supporting staff mental health within teams and departments across the organisation.
- Undertake psychological risk assessments for targeted departments while providing advice to other professions on psychological risk management.
- Provide specialist psychological support, advice, guidance and consultation to teams and departments across the organisation.
- Collaborate with and support departments within the organisation.
- Conduct educational sessions related to mental health and wellbeing including mental health first aid, psychological first aid, resilience, vicarious trauma, self-care, grief and loss
- Work in partnership with the staff Health and Wellbeing Coordinator across the broader WHS health and wellbeing portfolio
- Provide reflective practice and clinical supervision to groups, departments and teams including the RCH Peer Support Program as required
- Conduct post incident debriefing support to groups and teams across the organisation as required
- Maintain up to date knowledge of research, legislation, national and local policies and issues in relation to mental health
- Ensure relevant mental health policies, procedures and guidelines are formulated, communicated and implemented to support the strategy
- Coach and mentor managers in enhancing their knowledge on mental health in order to support staff experiencing mental ill health.
- Provide high level advice, guidance and support to management, RCH Executive and Board on all facets of the staff mental health strategy, working in conjunction with leaders on the RCH Mental Health Strategic Plan. This will require excellent written skills with the ability to prepare reports on project milestones.
- You will be responsible for drafting internal correspondence, providing updates and updating information on the intranet on all aspects relating to the strategy.
- Maintain psychological supervision and professional development requirements as per AHPRA policy

## QUALIFICATIONS AND EXPERIENCE

### Essential:

- Full registration under the Psychology Board of Australia with endorsement in clinical or organisational psychology.
- APAC approved masters level postgraduate training in clinical/organisational psychology, with extensive experience within healthcare
- Experience providing psychoeducation and therapeutic services to staff, teams and departments - ideally within a healthcare or first responder environment
- Extensive experience in a project management role with a sound knowledge of contemporary project management practices
- Expert knowledge of the psychological impacts on individuals working within healthcare industries
- Expert knowledge in more than one therapeutic modality

### Desirable:

- Experience working in medical teams
- Experience in running groups and managing group dynamics
- Experience driving versatile health and wellbeing strategies including analysis and evaluation of key deliverables and outcomes within agreed timeframes
- Experience in reflective practice models or Schwartz rounds

### Other Requirements:

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children's Check throughout their employment
- A current, full drivers licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

## KEY SELECTION CRITERIA

- Demonstrated experience in a project management role with a sound knowledge of contemporary project management practices
- Proven track record in stakeholder management, including an ability to build relationships and strategic partnerships
- Ability to work dynamically with multiple key stakeholders across a large organisation
- Demonstrated ability to work flexibly with staff from a range of backgrounds and mental health knowledge
- Highly developed interpersonal, verbal and written communication skills
- Well-developed analytical, problem solving and negotiation skills

- Ability to develop and use complex multi-media materials for presentations within professional settings.

#### IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Unity - We work as a team and in partnership with our communities
- Respect - We respect the rights of all and treat people the way we would like them to treat us
- Integrity - We believe that how we work is as important as the work we do
- Excellence - We are committed to achieving our goals and improving outcomes

#### RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, all members of the LGBTQI community and people with disability.**

Position description last updated

21/01/2021