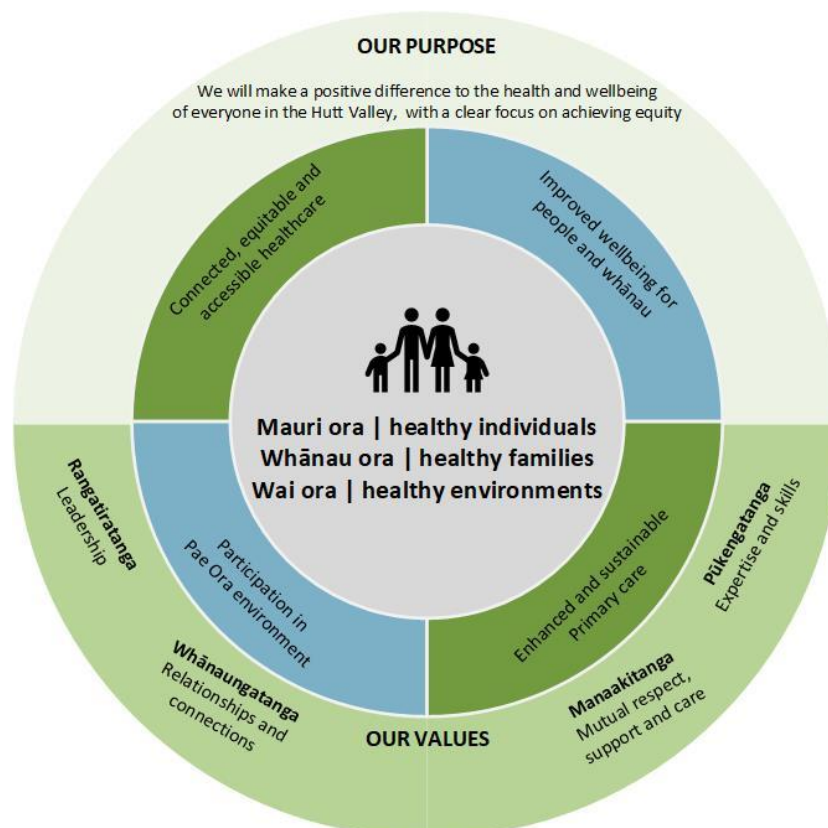


## Job Description

<b>Position title:</b>	<b>Mental Health Professional</b>
<b>Reports to:</b>	Team Leader Mental Health and Wellbeing
<b>Direct Reports:</b>	Nil
<b>Functional Relationships:</b>	<ul style="list-style-type: none"> <li>◆ Te Awakairangi Health Network staff</li> <li>◆ Enrolled patients of the PHO</li> <li>◆ General Practitioners, Practice Nurses and Practice Administrators</li> <li>◆ Other mental health providers and NGOs</li> <li>◆ Hutt Valley District Health Board</li> <li>◆ Māori providers and local marae within the Hutt Valley</li> <li>◆ Social and Community Health Services and other providers within the Hutt Valley</li> <li>◆ Community Agencies</li> </ul>

### Te Awakairangi Health Network (TeAHN)



The organisation is located at 330 High Street, Lower Hutt and operates in various other locations around the Hutt Valley.

**Treaty of Waitangi:** Te Awakairangi Health Network is committed to meeting its obligations under Te Tiriti o Waitangi and will work towards achieving equitable health outcomes for Māori in the Hutt Valley. We will do this by ensuring services are provided, developed and implemented in accordance with the Articles of Te Tiriti (oritetanga/equity) and the principles - Tino Rangatiratanga, Equity, Active Protection, Partnership and Options.

**Position Summary:**

The role of the Mental Health Professional is to provide primary mental health services to the enrolled population and includes:

- The delivery of mental health services to people with mild to moderate mental health problems;
- The provision of a range of mental health services including mental health promotion, individual and family/whanau interventions, group work and support that aims to address the mental health needs of people using the service.

Mental health services refers to a range of programmes and interventions for people of all ages with non-severe mental health problems, gambling and common mental disorders. The services may include sub-contracting arrangements.

Key Functions	Expected Outcomes
<p>1. Client and Whanau Care</p>	<ul style="list-style-type: none"> <li>• Ensure consistent use of methods for identifying mental health problems</li> <li>• Assess, plan, implement and evaluate care for individual clients with mild to moderate mental health issues and their whanau within a multi-disciplinary framework</li> <li>• Assess the appropriateness of referrals to the Wellbeing Service and ensure that clients with a moderate to severe mental health disorder are referred to Te Whatu Ora Hutt Valley and other providers</li> <li>• Contribute to the development of best practice and culturally appropriate models of care within the Wellbeing Team</li> <li>• Ensure provision of mental health services to young people</li> <li>• Use appropriate screening methodologies identified for client groups</li> <li>• Promote use of language and practice that encourages the disclosure of psychological and related problems</li> <li>• Provide comprehensive assessments including assessment of risks and social needs</li> <li>• Provide case management services of varying intensity and inter-sectoral involvement as required</li> <li>• Provide brief evidence based therapy and other treatments/interventions appropriate to the clients mental health needs, culture and age</li> </ul>
<p>2. Health promotion, education and awareness:  contributing to the development and implementation of health promotion initiatives, educational support groups and raising awareness of mental health wellbeing within the contracted PHO communities</p>	<ul style="list-style-type: none"> <li>• Raise awareness within the general community about mental illness and wellbeing by providing culturally relevant information using a variety of mediums</li> <li>• Liaise with, and refer to, local mental health service providers</li> <li>• Work with members of the PHO and provider teams to meet key objectives</li> <li>• Inform and educate the enrolled population and the providers about mental health services that are available to people with a mental health illness</li> <li>• Develop or source resources to meet the needs of clients and providers</li> </ul>

	<ul style="list-style-type: none"> <li>• Contribute to the development and implementation of educational support groups for target population groups</li> <li>• Maintain effective use of resources</li> </ul>
<p>3. Build positive relationships with General Practices:</p> <p>contributing to liaison and clinical facilitation with General Practices</p>	<ul style="list-style-type: none"> <li>• Alongside other members of staff, encourage and support General Practice to provide mental health services within a primary health care setting.</li> <li>• Be the key contact for practices for practices for mental health queries.</li> <li>• Liaise with General Practices as required</li> <li>• Contribute to education sessions for General Practices and the Organisation's staff</li> </ul>

Common Organisational Objectives	
Te Tiriti o Waitangi organisational commitments	<p>Work in accordance with the Articles and principles of Te Tiriti o Waitangi and the organisation's Māori Health Action Plan.</p> <p>Work using a Te Tiriti partnership process with Iwi, Māori providers and Māori communities to ensure health programmes and services meet the needs of Māori and are culturally safe, responsive and appropriate.</p>
Priority populations	<p>Work with priority populations (eg Māori, Pacific peoples, people with disabilities, low income, refugees and LGBTQIA) to enable them to partner in the design and delivery of health programmes and services that are responsive to their needs and are culturally safe and appropriate.</p>
Health equity	<p>Contribute to achieving equitable health outcomes, using a Te Tiriti o Waitangi focus and an equity lens to ensure culturally safe and responsive service design and delivery.</p> <p>Work collaboratively within the organisation, and externally with health and social service providers and communities to ensure equitable health outcomes are achieved.</p> <p>Promote system-wide change and advocate for health promoting environments, pro-equity approaches and whanau-centric design and delivery.</p>
Professional development	<p>Maintain professional competencies and develops own knowledge by participating in learning opportunities, as appropriate as agreed by line manager.</p> <p>Identify own learning needs.</p>
Accountability	<p>Follow established procedures for recording information and maintaining privacy and confidentiality</p> <p>Act independently and also as a member of the multidisciplinary team</p> <p>Work within the scope of the role by knowing own limitations</p> <p>Request assistance when required</p> <p>Demonstrate accountability for own actions.</p>
Health and safety	<p>Ensures the safety of self and others at all times.</p>

	<p>Reports any health and safety concerns through to the appropriate people.</p> <p>Complies with policies, procedures and safe systems of work.</p>
Contribute to the wider organisation	<p>Participate and work in ways that support the strategic direction and objectives of the Network.</p> <p>Contribute to the organisation to ensure that projects are managed, delivered on time and within allocated resources.</p> <p>Participate in organisational strategic and business planning.</p> <p>Participate in staff meetings and planning sessions</p> <p>Provide timely communication of any information that impacts on the organisation and its staff.</p>

## Skills and Attributes required

### Technical Expertise and Qualifications

- Relevant tertiary qualification and current registration in a mental health related field under the HPCA Act or Social Work Act.
- Shows commitment to continuing education (as required under the HPCA)
- Demonstrated experience in providing talking therapies in mental health settings
- Relevant training and experience in brief interventions
- Competent in Microsoft Office computer programmes
- Knowledge of Medtech 32 preferred but not essential
- Full driver's licence preferred.

### Nga Take Māori

- Shows an awareness of, and commitment to, the principles of the Treaty of Waitangi
- Has a positive attitude towards Māori issues and is receptive to them
- Is comfortable in situations involving Māoritanga
- Creates and sustains an environment that promotes biculturalism and responsiveness to Māori issues

### Communication

- Communicates clearly in both written and verbal form
- Promotes a credible image and inspires confidence
- Actively shares information, ideas and experience with others
- Works to build trusting relationships with customers and key stakeholders
- Communicates sensitive messages or disagreements with tact and diplomacy
- Treats people with respect and courtesy
- Brings conflict into the open and facilitates resolution

### Excellence Focus

- Sets challenging goals and targets for self
- Is self-motivated to achieve goals and objectives
- Has a sound insight into own strengths and weaknesses, and is committed to addressing areas of weaknesses
- Adapts easily to changes at work
- Proactively manages conflicting demands on time

- Able to cope with situations that involve considerable effort/strain
- Provides and contributes to excellence within the Wellbeing Service

#### **Problem-Solving**

- Able to make sense of a wide range of information
- Able to think creatively
- Is logical when thinking through issues
- Solutions and judgments are supported by reasoned analysis and take into account causes and consequences. Comes up with some innovative solutions
- Able to interpret general policies and guidelines to new situations
- Considers the wider implications of their actions and decisions. Balances taking a short and medium-term perspective

#### **Taking Responsibility**

- Understands the need for confidentiality and keeps information (e.g. about patients and / or staff) confidential
- Is positive about demonstrating respect for other staff, patients and family and the wider community
- Respects the rights of individuals
- Takes personal responsibility for making things happen
- Reinforces the Organisation's values with others and leads by example
- Acts ethically and with integrity
- Is open and honest with others
- Actively pursues self-learning and development

## Confirmation of Job Description

Signature

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Full name of employee:

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Date:

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Signed on behalf of Te Awakairangi Health Network:

Signature

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Name:

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Date:

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