

POSITION DESCRIPTION:

SECTION A: POSITION CONTEXT

Position Title	Peer Lead Practitioner (consumer)
Position Reference	10129
Position Type	Part-time 22.50 hours per week, 12 month fixed-term contract with provision for early termination
Classification	RFW 3/1 – 3/2 depending on qualifications and experience
Service/Department	Prevention And Recovery Centre (PARC)
Area/Group/State	Operations
Effective Date	July 2013

Position Purpose:

To provide services to clients, their families and carers as a peer practitioner in line with Mind's Model of Recovery Oriented Practice by sharing knowledge gained from personal lived experience of mental ill-health and recovery in a manner that supports, empowers and inspires hope.

Mind Information:

Mind is a leading provider of community managed mental health services in Victoria and South Australia. Mind works with people who experience mental health difficulties, to help them live well in the community, with or without symptoms. At Mind, we recognise that having safe and affordable housing, getting a job and building trusting and supportive relationships are integral elements of the recovery journey and essential to maintaining good mental health.

Mind offers a diverse range of services including recovery oriented individual and family services, transition from acute settings to community support, residential rehabilitation services for young people and adults, housing support, respite services, volunteer and mentor programs, information and referral and care coordination services. It also offers a range of specialist programs including programs for people with a mental ill-health and intellectual disability, recreational and arts programs and family strengthening programs. This diversity offers staff significant opportunities for ongoing learning and professional development.

Mind's service approaches are grounded in consumer and family/carer focused recovery practices. Our people work collaboratively with our consumers, their families and carers, and other service agencies and professionals, in supporting our clients on their recovery journey. We recognise the individual, respect their rights and preferences, and actively encourage their engagement with our organisation.

Mind is an open, collegiate human service organisation which offers challenging, fulfilling work opportunities. It has a strong commitment to staff training and development and offers flexible work conditions. Mind is a great place to work.

Mind Vision, Purpose and Values:

Vision: Recovery the norm - Inclusion the reality.
Purpose: Mind will be a resource to recovery for people who are facing serious mental health related challenges to support them to actively participate in social and economic life by provision of advocacy for evidence based services and polices which achieve positive social outcomes.
Values: Consumer Focus - We value clients taking charge of their recovery and giving guidance to Mind supporting that recovery; Making a difference - We are committed to action for social justice, respect for people’s rights and to fostering the inclusion of Mind clients in community life; Integrity - We value honesty and accountability in our relationships with consumers, carers and families, staff and other Mind stakeholders; Hope - We value hope, courage and perseverance, knowing that people do recover from their mental health challenges; Creativity and Innovation - We value the development of new ideas and work practices that continually improve our capability to provide excellent services.

Service/Area/Group/State Information:

This role is located at the Narre Warren Adult and Extended, Prevention and Recovery Care services (PARCs). Adult and Extended PARCs are 10 bed services provided in a home-like environment. These services offer a combination of recovery oriented specialist community and clinical mental health services, using the expertise of Mind and Monash Health staff working together in a formal partnership model. The service is designed as a “step-up, step-down” program for adults with mental ill-health who need more intensive treatment and recovery support than that can be provided in their own home, but who do not need an inpatient stay. People may stay at the Adult PARC for up to 28 days at Extended PARC for up to 6 months.

A&E PARC is a part of the Mind Outer South area which is a part of the South East Division. The Peer Practitioner will be mainly based at the A&E PARC, but the incumbent may also occasionally be required to work across the area if needed. Mind Outer South area provides a range of services across five Local Government Areas (LGAs): Mornington Shire, Frankston, Dandenong, Casey and Cardinia. Those services include Information and Advice Services, Residential Services (Youth Residential Rehabilitation Services and PARCs), Personalised Services (outreach and packaged services) and Family and Carer Services.

Reporting Relationships:

Reporting Lines	The position reports directly and accountable to the Service Manager, A and E PARC
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Location:

The position is located in Narre Warren. However, the incumbent may be asked to work in services across the Mind Outer South as required.

SECTION B: KEY RESPONSIBILITY AREAS

The key responsibility areas (KRAs) are the major outputs for which the position is responsible and are not a comprehensive statement of the position activities.

Key Responsibility Areas	
1.	<p>SERVICE DELIVERY</p> <ul style="list-style-type: none"> • Work in line with Mind’s Model of Recovery Oriented Practice; • Work within appropriate boundaries and share knowledge and expertise gained through reflection on one’s lived experience of mental ill-health and recovery using the framework outlined in the Mind Peer Training; • In line with the above: <ul style="list-style-type: none"> ○ Support clients through transition times; Develop rapport and trusting relationships with clients; ○ Provide secondary consultations to key workers and clinical by participating in case conferencing and case reviews;

		<ul style="list-style-type: none"> ○ Engage with clients and staff to plan, facilitate and evaluate client engagement through group work; ○ Collaborate with key workers and clinical staff to ensure that services within PARC are recovery oriented; ○ Liaise with other Mind services to provide opportunities for improvement of services.
2.	TEAM WORK	<ul style="list-style-type: none"> ● Work effectively and cooperatively as a member of the PARC team, including the clinical staff in accordance with the values of Mind; ● As part of a multi-disciplinary team actively and appropriately share knowledge gained through one's personal lived experience of mental ill health and recovery during team meetings and advocate for the client; ● Organise and provide peer supervision/reflective sessions for peer workers in the Area Team; ● Collaborate with the Engagement Unit to keep the Engagement Team informed of the developments in the Area Team and to ensure that the Area Team is informed of current practices and developments within the Mind peer workforce.
3.	ADMINISTRATION	<ul style="list-style-type: none"> ● Meet all administrative and reporting requirements to ensure a high level of efficiency. Ensure that all processes and procedures are properly documented.
4.	PROFESSIONAL DEVELOPMENT	<ul style="list-style-type: none"> ● Complete the five day peer training offered by Mind; ● Undertake other relevant training and professional development, including regular supervision, appropriate to the primary work of the service and Mind; ● Participate in group peer reflective sessions with the lived experience workforce.
5.	WORKPLACE HEALTH AND SAFETY	<ul style="list-style-type: none"> ● Contribute actively to the maintenance of a safe workplace; ● Ensure all safety issues are reported and addressed as they arise.
6.	OTHER DUTIES	<ul style="list-style-type: none"> ● As delegated by the Service Manager; ● Use all Mind resources in line with organisational policy; ● Proactively support Mind's vision of supporting people facing mental health challenges to live well and be socially included, in accordance with the Mind values of: Customer Focus; Making a difference; Integrity; Hope; Creativity and Innovation.

SECTION C: CORE REQUIREMENTS

Technical	
1.	Tertiary qualifications (minimum certificate IV), for example, Mental Health, Community Development, Community Services, Training and/or Education or other health related field as designated by Mind.
2.	Significant demonstrated experience as a peer worker.
3.	Current valid driver's licence.
4.	Current National Police Record Check.
5.	Current Working with Children Check.

Experience / Knowledge / Attributes / Values	
1.	A personal lived experience of mental ill-health and recovery in which you have experienced your own mental health challenges and utilised services from a mental health service or individual provider.
2.	The ability and willingness to share your personal experience of mental ill-health and recovery to support, coach and mentor service users; ability to educate and inform team members.
3.	Commitment to proactively support Mind's vision, purpose, values and goals.
4.	Demonstrated ability to collaborate with partners, especially clinical partners to bring about culture change.
5.	Demonstrated commitment to work within parameters, values and principles of Mind's Model of Recovery Oriented Practice and the belief in the possibility of the recovery for all.
6.	Skills and experience with engaging Culturally and Linguistically Diverse (CALD) communities.
7.	Demonstrated ability to plan, facilitate and evaluate groups.
8.	Well-developed interpersonal skills and the ability to work as part of a multi-disciplinary team.
9.	Effective planning, time management, organisational and administrative skills.
10.	Well-developed verbal and written communication skills, computer literacy skills.

SECTION D: CONDITIONS OF EMPLOYMENT

The position is part-time, 22.50 hours per week. Working days will generally be Monday to Friday worked between the hours of 8.00am and 6.00pm as required. Occasional after hours and weekend work may be required. Please note that the work pattern may be subject to change to meet the needs of the service.

The position is a 12 month fixed-term contract. In line with the RFW Certified Agreement, this fixed-term contract is offered with the provision for early termination.

Salary classification range is from RFW Grade 3/1 – RFW Grade 3/2, depending on qualifications and experience (+ 17.5% leave loading).

You are able to salary package a tax free amount of up to \$16,050 per FBT year plus other items including meals and entertainment and accommodation. The amount available for salary packaging will be subject to Commonwealth legislation as it applies from time to time and on the basis that Mind will not incur any liabilities for FBT. Mind offers salary packaging through an outsourced provider (currently EPAC).

Other conditions are as per Mind's industrial agreement.

Employer superannuation contribution in line with legislative requirements.

Mind provides the following to peer workers:

- A five day peer training course;
- Regular peer supervision; and
- Support from an existing team dedicated to promoting the voice of lived experience within Mind.

Appointment is subject to a six month qualifying period of employment.

Appointment is contingent on a satisfactory National Police Record Check and Working with Children Check.

SECTION E: OTHER DETAILS

Privacy:

In accordance with Privacy Legislation, Mind will use the personal information provided by applicants solely for the purpose of making appointments to positions within Mind. Mind will take all reasonable steps to protect

the personal information it collects and uses. It will not disclose such information to any outside organisation. Mind will destroy the personal information when it is no longer needed for selection purposes except where the applicant accepts a position within Mind. By submitting personal information to Mind, applicants are deemed to have given their consent to the collection, use and storage of their personal information for the purpose stated above.

Further Information:

For further information, please contact Deb Gleeson, Manager at Narre Warren Adult & Extended PARC service on (03) 9792 7601.