

## POSITION DESCRIPTION

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<b>Position Title:</b>	Grade 1 Graduate Social Worker
<b>Business Unit/Division:</b>	Allied Health and Partnerships
<b>Award Agreement:</b>	ALLIED HEALTH PROFESSIONALS (VICTORIAN PUBLIC SECTOR) (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2021- 2026
<b>Classification:</b>	Grade 1 New Graduate Social Worker
<b>Employment Type:</b>	Full time, fixed term 1 February 2024 - 31 January 2025
<b>Reports to:</b>	Social Work Senior Clinician Social Work Clinical Leader Associate Director Social Work and Spiritual Care
<b>Date Prepared/Updated:</b>	28/11/2023

**General Role Statement:**

The Grade 1 Graduate Social Worker will provide patients of Northern Health with comprehensive psychosocial assessments, intervention and discharge planning with an appropriate level of support.

## ORGANISATIONAL OVERVIEW

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### Introduction

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Centre
- Bundoora Centre
- Moreland Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- North Area Mental Health Service Community Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

**Our Vision:**

A healthier community, making a difference for every person every day.

**Our Values:**

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our community.
- Kind – We treat everyone with kindness, respect and empathy.
- Together – We work together with our staff, patients, consumers and health system partners.

**Our Priorities:**

Northern Health has determined five strategic goal. Focussing on these goals will support us to achieve our vision and mission.

- A safe, positive patient experience
- A healthier community
- An innovative and sustainable future
- Enabled staff, empowered teams
- Engaged learners, inspired researchers

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

**Safety, Quality and Clinical Governance at Northern Health**

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

## ROLE STATEMENT

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The graduate Grade 1 Social Worker is required to provide quality patient centred care through the application of competent clinical skills in assessment, planning, implementation of treatment and discharge planning.

This role is a fixed term role which involves the new graduate providing clinical social work services to patients as required, with an appropriate level of support and supervision. The new graduate Social Worker will be expected to contribute as a member of the Acute Social Work team. The role is based currently on an inpatient surgical ward, at The Northern Hospital, Epping site.

The Social Worker will work as part of a multidisciplinary team. The Social Worker will respond to inpatient referrals and provide psychosocial assessments and interventions to patients and their family. This role will require flexibility to be able to provide efficient response to referrals combined with other non-clinical components such as being involved in providing education to staff, innovation and quality improvement, participating in relevant meetings, and contributing as a member of the Social Work team.

### All employees:

#### Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza and Covid-19.

## KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

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### Leadership

- Actively participates in assigned portfolios, working groups, committees, etc.
- Escalates situations that are not promoting a safe environment, eliminating harm to patients and staff
- Actively engages in the wider multidisciplinary team, promoting team work and respect

### Strategic and Project Management Leadership

- Actively participates in strategic initiatives and quality improvement initiatives across Northern Health
- Engages consumers in service improvement activities as per the NH Partnering with Consumers plan
- Represents and advocates for allied health in all designated roles and responsibilities

**Organisation-Wide Contribution**

- Supports the achievement of accreditation under the National Safety and Quality Health Care Standards
- Participates in local and organisational wide education, activities, initiatives

**Diversity and Inclusion**

- Conducts self in a way that is respectful of others
- Supports achievement of Northern Health's Cultural Responsiveness Plan
- In collaboration with other staff, initiate and support training and events that promote diversity, inclusion and gender equity

**Innovation and Culture Change**

- Actively engages in the organisational change process
- Promotes a culture of person-centred care
- Enable empowering environments where employees and colleagues can be themselves, raise concerns and innovate without fear of failure
- Displays an innovative mind-set
- Respectfully responds to feedback from others

## SELECTION CRITERIA

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**Qualifications, Registrations and Qualities****Essential**

- Eligible for membership of the Australian Association of Social Workers (AASW)
- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis and being fully vaccinated against Covid-19. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.

**Experience****Desirable**

- Placement experience within an inpatient acute, sub-acute and/or community health setting

**Knowledge, Skills and Behaviours**

- Demonstrated clinical skills at a new graduate Grade 1 level of competence.
- Demonstrated effective verbal communication skills with colleagues and patients/carers.
- Well-developed written communication skills as evidenced in documentation and written reports.
- Experience in undertaking psychosocial assessments & putting in place appropriate interventions.

- Effective interpersonal skills e.g. problem solving, decision making, etc.
- Proven ability to manage stressful clinical and/or non-clinical situations appropriately.
- Demonstrated ability to negotiate and resolve conflicts.
- Demonstrated ability to show initiative and flexibility.
- High standard of professional behaviour.
- Demonstrated ability to work autonomously and co-operatively with staff in Social Work and other disciplines.
- Competent computer skills particularly in word processing, e-mail, internet use, and the ability to learn dedicated software.
- An appreciation and understanding of cultural diversity in the community.
- Proven ability to promote and advocate the role of Social Work within a multidisciplinary team.

Employee Declaration

I

have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: