

POSITION DESCRIPTION

Position Title:	Grade 1 Rotation Social Worker
Business Unit/Division:	Allied Health and Partnerships
Award Agreement:	ALLIED HEALTH PROFESSIONALS (VICTORIAN PUBLIC SECTOR) (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2021 – 2026
Classification:	Grade 1 Social Worker
Employment Type:	Full Time, Permanent position
Reports to:	Social Work Senior Clinicians Social Work Clinical Leaders Associate Director Social Work and Spiritual Care
Date Prepared/Updated:	15 July 2025

General Role Statement:

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

ORGANISATIONAL OVERVIEW

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
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub

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:

Creating a healthier future by working together, innovating and delivering great care.

Our Values:

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

Our Priorities:

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

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.

Commitment to Child Safety at Northern Health

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

Family Violence and Child Safety Statement:

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

ROLE STATEMENT

The 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.

2 roles are currently available a fixed term and a permanent role. They both involve providing clinical Social Work services to patients as required, with an appropriate level of support and supervision. The Social Worker will be expected to contribute as a member of the Northern Health Social Work team. This position is a rotating Social Work position meaning that the worker will rotate into various clinical roles after a fixed period of time, currently 6 months.

The role is currently based within the Acute Social Work team and will provide social work services on a medical/surgical inpatient ward. The Social Worker will work as part of a multidisciplinary team, responding to inpatient referrals and providing psychosocial assessments and interventions to patients and their families.

The Social Worker will be responsible for practicing at an Intermediate Practice Level in accordance with the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework.

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's commitment to Child Safety
- 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.

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

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
- An understanding of intersectionality and the importance of applying an intersectional lens to clinical practice.
- 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

Qualifications, Registrations and Qualities

Essential

- Eligibility 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. 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 or sub-acute health service
- Fluency in a community language

Knowledge, Skills and Behaviours

- Demonstrated clinical skills at a new graduate Grade 1 level of competence.
- Experience in undertaking psychosocial assessments & putting in place appropriate interventions.
- Demonstrated effective verbal communication skills with colleagues and patients/carers.
- Well-developed written communication skills as evidenced in documentation and written reports.
- Effective interpersonal skills e.g. problem solving, decision making, etc.
- Demonstrated ability and commitment to work in a multi-disciplinary team.
- 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.
- Knowledge of processes, legislation and community services related to VCAT, Aged Care, NDIS, Elder Abuse, Child Protection, Family Violence, Homelessness and Mental Health
- Knowledge of the Family Violence Legal Reforms including; the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes (FVISS/CISS).
- Competent computer skills particularly in, 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: