

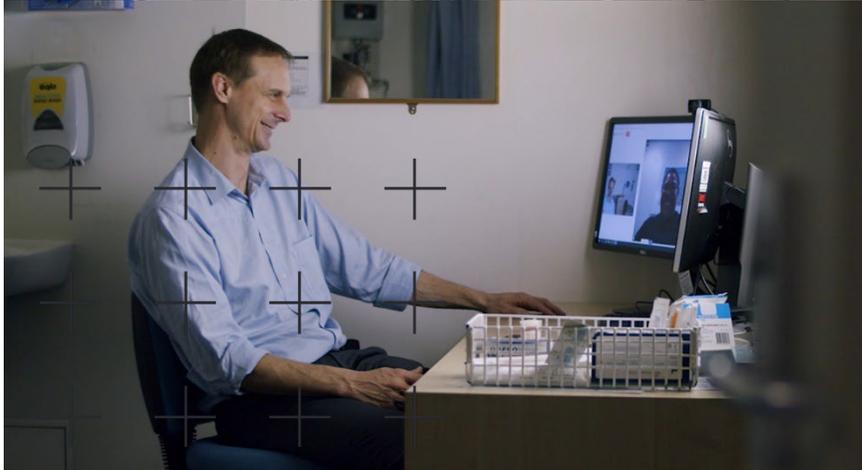


**The Royal  
Melbourne  
Hospital**

**Advancing  
health  
for everyone,  
every day.**

**Could this be you?**

**Join the Royal  
Melbourne  
Hospital team**



**Senior Social Worker Grade 3**

**John Cade Adult Inpatient Unit-RMH**



---

## THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

---

## OUR VISION

# Advancing health for everyone, every day.

---

## THE MELBOURNE WAY

At the RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it the Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

### People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

### Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

### Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

---

## OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. **Be a great place to work and a great place to receive care**
2. **Grow our Home First approach**
3. **Realise the potential of the Melbourne Biomedical Precinct**
4. **Become a digital health service**
5. **Strive for sustainability**



# Position Description

---

<b>Position Title:</b>	Senior Social Worker Grade 3
<b>Service:</b>	John Cade Adult Acute Inpatient Unit
<b>Location:</b>	Royal Melbourne Hospital
<b>Reports To:</b>	Program Manager & Chief Social Worker
<b>Enterprise Agreement:</b>	5. Victorian Public Mental Health Services Enterprise Agreement 2020-2024
<b>Classification:</b>	Social work Grade 3 YC4)
<b>Employment Status:</b>	Full Time
<b>Immunisation Risk Category:</b>	Category A
<b>Date of Review:</b>	February 2026

---

## POSITION SUMMARY

Royal Melbourne Hospital Mental Health Services (RMH-MHS) provides person-centred, recovery-oriented care, treatment, and support through our multi-disciplinary workforce of skilled and dynamic clinicians and Lived and Living experience (LLE) consumer and carer experts. We are dedicated to providing caring and high-quality specialist community and hospital-based mental health services for adults and older adults who are experiencing or are at risk of developing a serious mental illness. We are committed to working with consumers during their recovery by offering trauma informed holistic and evidence-based treatment, which is inclusive of family, carers and kin and provided by staff with well-developed skills. Staff employed within the service are expected to identify evidence-based practice approaches and to use these within their work.

We have a robust future ahead as the lead mental health service for the Victorian Collaborative Centre for Mental Health and Wellbeing Service, and for the State-wide Trauma Service. These leading programs will drive mental health reform across the sector and will offer a wide range of opportunities for involvement of staff within the RMH MHS. Our partnerships with multiple community and academic organisations support our program and enable a sophisticated learning structure, with a focus on research translation.

The Senior Social Work will undertake a leadership role and work alongside the social work team in the delivery of social work interventions across the inpatient unit (IPU). This role will include consultation, guidance and support to the social work team with a focus on addressing complex needs of consumers, and their families, carers and supporters.

The senior social worker will work promote, implement and deliver the full suite of family responsive practices including Single Session Family Consultation, Family Violence screening, assessment and referral, Child Safe Practices and co-ordination of referrals to the Carer Lived Experience peer support team.

---



---

The incumbent will work alongside the Specialist Family Violence Advisor to build family violence knowledge across the IPU as well as hold responsibility for developing processes and responses for supporting consumers who are parents and/or care givers in collaboration with the FaPMI co-ordinator.

The role will include education, training, and support of family responsive practices to the wider multidisciplinary team across the inpatient unit.

The role provides orientation of inpatient staff on the roles and functions of the social work service.

Participation in research and service evaluation programs is expected.

There is a requirement to work a weekend roster to ensure the provision of essential social work services 7 days a week across the unit. Roles will include engagement with families and carers after hours/weekends, participating in the weekend ward round, facilitating weekend discharges, and early planning for the coming week.

Additionally, the Senior Social Work will assist the Chief Social Worker in the provision of professional leadership and supervision of social work staff across the service including Social Work students.

The position requires significant experience in the provision of social work services, preferably in public mental health or hospital settings, highly developed clinical and family work expertise and a commitment to high standards of consumer care and family support. The position requires a demonstrated capacity to lead, collaborate with others, and to work effectively as a member of the social work team, multidisciplinary team and leadership team.

The incumbent is supported by supervision from the Chief Social Worker or their delegate and accepts responsibility for and maintains a commitment to professional development.

---



### KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients, carers families and supporters.
- Work collaboratively with MDT colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Ability to provide leadership and undertake a range of social work interventions, including individual, family, and group work
- Knowledge of issues associated with the impact of mental illness on dependent children, family and carers including those from diverse communities
- Provide guidance and clinical leadership to SW team regarding social work specific psychosocial assessments, integrated casework and other social work interventions including income support liaison, accommodation placement, application for Guardianship and Administration, discharge planning, and information provision regarding resources and services, to consumers, their families, carers and supporters.
- Contribute to organisation-wide and service initiatives and planning activities.
- Contribute to the training needs of the Inpatient Unit from using contemporary best practice guidelines and polices to inform knowledge.
- Create a psychologically safe work environment where everyone feels safe to speak up. Monitor and achieve relevant KPIs and targets and operate within their allocated budget.
- Knowledge of the Mental Health and Wellbeing Act, Guardianship and Administration Act, Child, Youth and Families Act, Family Violence legislation and other Child and Family related legislation.

### KEY RELATIONSHIPS

#### Internal

- Program Manager & Director of Bed Based Services
- Lead Consultant
- Chief Social Worker
- Director of Allied health and Learning & Development
- Social Work Team
- Multidisciplinary Team
- Specialist family Violence Advisor
- FaPMI co-ordinator
- Lived Experience Leads

#### External

- Housing and Community Support Services
- NDIA
- Child Protection
- The Orange Door
- DoH
- DoFFH
- Local Tertiary Institutions

### KEY SELECTION CRITERIA



---

Formal Qualification:

- An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers
- Minimum of 7 years' experience as a Social Worker
- Demonstrated ability to provide advanced social work practice with individual, family and groups including a well developed broad range of the theoretical knowledge and perspectives, in particular to, an integrated Recovery based treatment model.
  - Essential:
    - Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
    - Substantial experience in the provision of specialist social work services and family work
    - Demonstrated understanding of a broad range of the theoretical perspectives, including trauma informed care, recovery principles, human rights, and social justice
    - Knowledge of issues associated with mental illness and disability,
    - Knowledge of the impact of mental illness on families, dependent children, carers and supporters including those from diverse communities.
    - Experience in establishing community partnerships and the development of community networks as relevant to an acute inpatient setting.
    - Ability to provide professional leadership, to initiate, develop and evaluate social work services in an inpatient setting.
    - Experience mentoring and supervising social work students and early career social workers
    - Demonstrated experience in the supervision of social work staff.
    - Demonstrated commitment to integrated child and family responsive practices.
    - Capacity to deliver and support trauma informed care in a faced paced acute setting.
    - Ability to function effectively as part of a multidisciplinary team and leadership group.
    - Ability to provide specialist secondary consultation and training to multidisciplinary staff in the areas of child and family safety.
    - Knowledge of the Mental Health & Wellbeing Act 2022, Guardianship and Administration Act, Children, Youth and Families Act 2005, Family Violence Protection Act, MARAM alignment including Information Sharing Schemes and other related legislation
    - Excellent interpersonal skills and the ability to communicate effectively with consumers, families, carers and supporters
    - Capacity to mentor social work colleagues and other staff.
    - Well-developed writing skills and an ability to promptly prepare case assessments, clinical notes, reports, plans and other forms of documentation including competent use of relevant information technology and electronic patient record systems.
    - Demonstrated commitment to ongoing professional development
  - A current Victorian driver's licence
  - A valid Working with Children Check, Police Check and ImmunisationAssesment
    - Desirable:
      - Current AASW membership and Accreditation as a AASW Mental Health Social Worker
      - Previous experience within a general or psychiatric inpatient setting or in a community mental health program.
      - Postgraduate qualification in Family Therapy



---

#### AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

#### OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**
  - As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.
- **First Nations Commitment**
  - We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.
- **Child Safe Standards**
  - RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.
- **Equal Opportunity and Accessibility**
  - We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.
- **Thriving Together**
  - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

---

#### ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

---

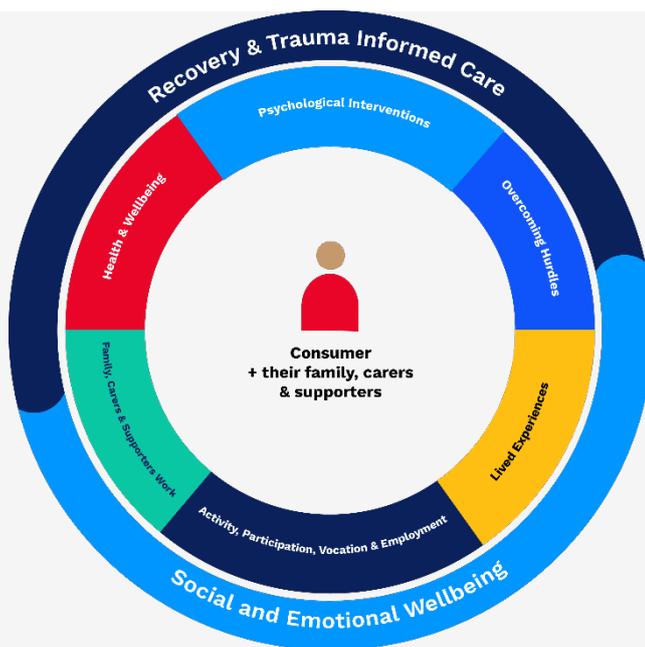
Employee Signature

---

Employee Name (please print)

---

Date



### Community Core and Specific Evidence-Based Practice

Psychological Interventions	Family, Carers and Supporters Work	Health & Wellbeing	Activity, Participation & Employment	Lived Experiences	Overcoming Hurdles
Early Warning Signs & RWP discussion	Initial Conversation with Family/Carer	Physical health screening	Initial Conversation about activity, participation and vocation	Initial Conversation about consumer peer support	LSI-R:SV
CBT Fundamentals	Family/Carer Fundamentals	Physical health conversations	APQ6	Initial Conversation about family, carer and supporters peer support	SUBA
↓	Family Violence Screen	Physical health assessment	Sensory Approaches	↓	AOD Harm Minimisation
CBT for Psychosis	↓	Metabolic monitoring	↓	PeerZone	AOD Relapse Prevention
Acceptance & Commitment Therapy (ACT)	Single Session Family Consultation	Medication safety, education & advocacy	Activity Engagement	Consumer led inpatient groups	Specialist Supportive Clinical Management for Eating Disorders
Therapies for Borderline Personality Disorder	Multiple Family Group	↓	Therapeutic Activity Groups	Consumer Peer Support-led Community Groups	↓
CBT for co-morbid Anxiety & Depression	Family Therapy	Equally Well Physical Health Program	Vocation and Employment Support	Individual Consumer Peer Support	Forensic Risk Management Planning
Be Well Live Well - Early Warning Signs Relapse Prevention Program	FaPMI Programs	Medication Alliance	Sensory Assessment & Interventions	Family Peer Support-led Groups	Forensic Risk Reduction Treatment
	Family Violence Assessment (MARAM)	QUIT Program	Driving Assessment	Individual Family, Carer & Supporters Peer Support	AOD Motivational Interviewing
					Refer to Detox
					Autism Consultation and Evaluation Services (ACES)