

POSITION DESCRIPTION

Position Title:	Clinical Specialist – Youth Mood Clinic (YMC)
Service:	Parkville Youth Mental Health and Wellbeing Service (PYMHWS)
Location:	Wyndham – Multiple Sites
Reports To:	Continuing Care Team Coordinator; Region B, Youth Mood Clinic Stream Leader
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2020–2024 / Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021 - 2025
Classification:	Registered Psychiatric Nurse Grade 5 (NP51) / Occupational Therapist Grade 4 (HR9-HR12) / Social Worker Grade 4 (HR25-HR28) / Psychologist Grade 4 (PM1-PM5)
Immunisation Risk Category:	Category A
Date of Review:	July 2026

Parkville Youth Mental Health and Wellbeing Service (PYMHWS)

Parkville Youth Mental Health and Wellbeing Service (PYMHWS) is Victoria's first standalone public mental health service built exclusively for young people aged 12 to 25. Operational from July 2025, PYMHWS is leading a bold transformation in how youth mental health is accessed, experienced and governed across Melbourne's north and west.

We deliver specialist, community, and inpatient services to young people experiencing, or at risk of mental ill-health. Our multidisciplinary teams are based at Parkville, Sunshine, Footscray, Werribee and Cherry Creek, working closely with family, carers and kin to provide developmentally appropriate, trauma-informed, inclusive care grounded in lived experience.

At PYMHWS, every decision - from the front desk to the boardroom - centres on what young people need to live the lives they want to lead.

We partner with Orygen, bringing their world-leading research and knowledge translation expertise into care delivery. Together, we are building an integrated service model that connects Orygen-operated headspace centres with PYMHWS clinical services, creating a unified care experience.

As we grow, we're building a service with - and for - young people. One that reflects the diversity of our communities, embraces continuous learning, and strengthens the mental health system around it.

At PYMHWS, we:



- Foster a safe, supportive and inclusive workplace - where the health, safety and wellbeing of young people, family, carers and kin, colleagues and visitors are actively protected.
- Speak up for safety and equity - raising concerns and escalating issues when needed, to ensure high standards of care and conduct.
- Deliver Safe, Timely, Effective, Efficient, Equitable, Person-centred Care (STEEEP) in alignment with our clinical governance framework and our youth-first approach.
- Promote diversity, inclusion and equal opportunity - creating a workplace free from discrimination, harassment or bias, and reflecting the communities we serve.
- Comply with all relevant policies, procedures, professional standards and legislation - including those related to clinical care, health and safety, risk, privacy, and equal opportunity.

Department Description

The Youth Mood Clinic (YMC) is a specialist community care stream providing comprehensive assessment, treatment, and case management for young people experiencing major depressive disorder, non-psychotic bipolar disorder, obsessive-compulsive disorder (OCD), and anxiety disorders at a level of severity that requires developmentally tailored care and coordinated case management. Many young people attending YMC present with relapsing, severe, or unremitting mood, anxiety, and obsessive-compulsive disorders, often alongside a range of comorbidities. The Clinical Specialist may at times be required to manage conditions outside these areas in accordance with service needs and clinical demand.

PYMHWS offers a Transcranial Magnetic Stimulation (TMS) Clinic, and with appropriate training and credentials, successful applicants may be required to support the TMS roster.

The service operates over a number of sites and staff may be required to work from Parkville, Footscray, Wyndham, Sunshine, Melton, Craigieburn or other sites within the catchment. Ongoing commitment to improve service accessibility has seen the development of new sites, including the Sunshine Service, based within the Youth Hub and collocated with headspace, as well as satellite clinics in Wyndham, Craigieburn, Glenroy and Melton. As these sites develop, staff may be based at different sites dependent on the specific requirements of the position.

Position Summary

The Clinical Specialist in the Youth Mood Stream is a key leadership position within PYMHWS. The incumbent is responsible for the provision of clinical leadership, mentoring, training and supervision of a multidisciplinary team specialising in the provision of comprehensive case management and psychological interventions to young people attending the YMC Stream.

- The role will specifically support the YMC clinicians with the implementation of one or more specialist clinical interventions within the mental health field, such as psychological intervention, family inclusive practice, domestic violence, Alcohol and Drug, Physical Health, etc. This will occur at a primary, secondary and tertiary level, including, direct clinical work with young people and family, carers and kin, supervision and mentoring of clinicians, and staff education and training.
- The incumbent may assist the YMC Senior clinicians and Stream Leader with various tasks, including clinical supervision arrangements, clinical governance frameworks such Clinical Review and throughput processes and chairing clinical review meetings.
- The YMC Clinical Specialist will be a key role in planning and developing services for young people and their family, carers and kin which are consistent with best practice standards and evidence-based care and are in line with the strategic direction and vision of PYMHWS



Services. This may involve undertaking specific time limited project work of relevance and collaboration with the Research and Training programs, to support quality assurance practices and enable model and practice change.

- In addition, the incumbent may be required to provide interventions over a number of sites and staff may be required to work from Parkville, Footscray, Wyndham, Sunshine, Melton, or other sites within the catchment.

Key Accountabilities

Clinical Leadership and Strategic Development

- Support the development of high-quality clinical interventions across the Clinical Stream by providing clinical leadership, supervision and mentoring, as well as education and training to clinicians based on one or more specialist clinical interventions, such as psychological, family, domestic violence, Alcohol and Drug, Physical Health, Ultra-High Risk for psychosis, Neurodevelopmental and Eating Disorders interventions, etc.
- Provide strategic clinical leadership and direction in development of a comprehensive service delivery model for the Clinical Stream interventions across the Continuing Care Teams and the PYMHWS Clinical Programs more broadly, in consultation with the Continuing Care Coordinator and the Clinical Stream Leader (Medical and Non-Medical), including specific time-limited project work and involvement with the Orygen Research and Training Program.
- Disseminate evidence-based practice and relevant research outcomes.
- The Clinical Specialist may be required to act as an interim Stream Leader during periods of absence.

Team Management and Supervision

- Provide effective management or support to the Team Leader of the YMC and its clinical processes in consultation with the Continuing Care Team Coordinator and the Clinical Stream Leader (both Medical and Non-Medical), including allocation of young people, critical incident responses, clinical review, discharges, business meetings, panel discussions and so on. In some instances, the Clinical Specialist may hold the title of the Team Leader.
- Attendance and/or leadership of clinical review meetings.
- Participate in quality management, accreditation and ongoing improvement activities.

Direct Clinical Care and Case Management

- Provide high-quality clinical care for young people of the Clinical Stream, based on clinical experience working with young people with serious mental illness and including one or more specialist clinical interventions. This may involve being primary Case Manager for some young people or be delivered as a specialist addition to the work of the Case Manager.
- Manage and undertake mental health and risk assessment, psychological treatment, crisis intervention, family work and systems containment, for the young people/carers/system.
- Ensure the timely completion of mental health assessments and formulation, recovery and wellness plans, crisis management and suicide and self-harm safety plans, outcome measures, discharge summaries, and contact data entry (and any other documents required by the service). Including also, clear and prompt documentation of progress in the young person's medical file.
- Work alongside other case managers and support with family or care systems.
- Provide secondary consultation and support to other PYMHWS Streams and provide acute liaison support.

Clinical Governance, Risk and Safety



- Ensure high standards of clinical care that are congruent with PYMHWS aims – client focused, accessible, responsive and consistent with best practice.
- Manage clinical risk and actively work toward implementing risk reduction strategies.
- Comply with Safety & Service Improvement / Quality Management policies and procedures.
- Support and participate in the Health Services Occupational Health & Safety (OHS) Policies and Procedures and implement (where appropriate) at unit/service area level including reporting any incidents of unsafe work practices, sites/areas or equipment.

PYMHWS Core Cultural, Leadership & Safety Responsibilities

These responsibilities apply to all roles at PYMHWS and form the foundation of our culture. They reflect our commitment to safety, inclusion, wellbeing and transformational leadership - at every level of the organisation. Aligned with PYMHWS's strategic goals and operational priorities, these behaviours ensure we are here for youth, together - and focused on delivering outcomes that matter.

Psychological safety & inclusion

- Create and maintain a psychologically safe team environment where all voices are heard and respected.
- Model inclusive behaviours and actively challenge stigma, bias and discrimination.
- Speak up for safety, wellbeing and alignment with PYMHWS values - including cultural safety for Aboriginal and Torres Strait Islander peoples.

Leadership at every level

- Demonstrate leadership in your area of work, regardless of role title, by taking ownership, influencing positive change, and modelling integrity.
- Mentor others where appropriate, share knowledge generously, and contribute to a learning culture.
- Engage in honest, constructive feedback - giving and receiving with a growth mindset.

Alignment with strategic vision, outcomes & priorities

- Contribute to the achievement of our strategic and operational priorities, including youth-first care, workforce wellbeing, system transformation and strong partnerships.
- Be accountable for delivering measurable outcomes - for young people, family, carers and kin and colleagues.
- Make decisions that align with our purpose: reimagining how youth mental health is accessed, experienced and delivered.

Wellbeing & safe practice

- Prioritise your own wellbeing and that of your colleagues, in line with our whole-of-service wellbeing approach.
- Work to your full scope of practice and escalate when support is needed.
- Participate actively in safety initiatives, risk management and quality improvement.

Continuous learning & improvement

- Commit to ongoing professional learning, cultural development and reflective practice. Support innovation, research translation and systems thinking to improve outcomes for young people.

Key Relationships



Internal Stakeholders

- Coordinator CCT Region A, Clinical Stream Leader
- Registrar and Lead Consultant Psychiatrist
- Clinical Sub-programs
- PYMHWS Workforce

External Stakeholders

- Community groups
- Drug and Alcohol Services
- Education Services and Vocational Programs
- Youth Justice
- Primary Care Providers
- Western Health
- Royal Melbourne Hospital
- Royal Children's Hospital
- Orygen
- Department of Health Victoria
- External Vendors

Key Selection Criteria

Formal Qualifications:

Occupational Therapists:

- Registration under the Australian Health Practitioner Regulation National Law Act (2009) with the Occupational Therapy Board of Australia.
- An approved Degree from a recognised school of Occupational Therapy or other qualifications approved for eligibility for membership of the Australian Association of Occupational Therapy (Vic.).

Psychologists:

- Registration as a Psychologist under the Australian Health Practitioner Regulation National Law Act (2009) with practice endorsement as a Clinical, Forensic or Clinical Neuro Psychologist with the Psychology Board of Australia
- Masters or Doctoral qualification in Clinical, Neuro or Forensic Psychology.
- Approved supervisor with the Psychology Board of Australia (AHPRA).

Registered Psychiatric Nurses:

- Registration as a registered nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.
- Bachelor Degree in Psychiatric/Mental Health Nursing or equivalent, or, Bachelor Degree in Nursing plus a Postgraduate qualification in Psychiatric/Mental Health Nursing.

Social Workers:

- An approved degree in Social Work and eligibility for membership of the Australian Association of Social Workers.

Essential:

- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts.
- A minimum of 10 years' experience in clinical practice within the mental health field, including young people experiencing mental health disorders.
- Specific training and demonstrated expertise in the area of specialisation for this position.
- Experience and expertise in providing case management.



- Ability to develop, implement and evaluate client-centred individual service plans, risk assessments and diagnostic formulations.
- Capacity to provide, or develop skills in, integrated assessment, treatment and care for dual diagnosis young people.
- Knowledge of the rationale and evidence for early intervention in mental illness.
- Ability to work collaboratively and effectively with young people and their family, carers and kin.
- Capacity to develop effective working relationships, collaborations and partnerships with a range of services within the broader community service system including primary care, AOD agencies, employment and housing services, PDRSs and so on.
- Demonstrated interpersonal and communication skills (written and verbal) as well as abilities in problem solving and negotiation.
- Ability to work independently and effectively within a multidisciplinary team.
- A commitment to ongoing professional development through access to current literature, continuing education, supervision and attendance at seminars conferences etc.
- Ability to participate in policy and service development within the program and in continuous quality improvement through ongoing evaluation of services delivered to young people.
- Ability to document care as required and comply with expectations for data collection e.g. contacts.
- Willingness to work from a community-based site and across multiple sites if required.
- The incumbent may be required to perform other duties as directed.

Desirable:

- Nursing: Evidence of current Continuing Professional Development as outlined by ACMHN or RCNA. Evidence ACMHN Credentialed Mental Health Nurse (CMHN).
- Occupational Therapists: OT Australia Accredited Occupational Therapy status (AccOT).
- Social Workers: MAASW (Acc) or AASW Accredited Mental Health Social Worker status.
- A working knowledge of community-based organisations and human services organisations.
- Commitment to the development of integrated clinical research within the service.
- Understanding of the Children & Young Person's Act, Mental Health Act 1986 and other Acts/legislation relevant to working with young people in a mental health setting.
- Knowledge of relevant guidelines, plans and strategies related to the mental health service system (E.g. Victorian Mental Health Reform Strategy, National Standards for Mental Health Services, etc.).

Key Performance Indicators / Success Measures

Your performance will be measured through your successful:

- Demonstration of PYMHWS values
- Achievement of portfolio specific KPI targets (set as part of annual performance process)
- Participation in and satisfactory feedback through the annual performance review process
- Ability to maintain a safe working environment and ensure compliance with legislative requirements

Conditions of Employment

PYMHWS is a child-safe organisation and is committed to promoting and protecting the safety and wellbeing of all young people and embedding safeguarding practices into all our programs and services.

All employment appointments are required to:



- hold a valid Working with Children Check
- A current Victorian driver's licence
- Police Check
- Provide evidence of Immunisation history consistent with risk category defined for this role
- Availability to work across multiple locations within the Melbourne metropolitan area

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 Parkville Youth Mental Health and Wellbeing Service (PYMHWS) reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

____ / ____ / ____

Date