

POSITION DESCRIPTION: Clinical Triage Co-ordinator / Clinician

About Adventure Development	
Purpose:	Adventure Development (ADL) is a not for profit organisation that helps young people and their whānau who are dealing with mental health, alcohol and drug and /or offending issues.
Our Aim is:	<p>We support and empower young people and whānau to live meaningful, valued and enriched lives through collaborative relationships and sustainable, innovative and responsive services.</p> <p>We work for Pae Ora/ healthy futures as determined by Māori and uphold the articles of Te Tiriti o Waitangi in our service to ensure equitable outcomes.</p>
Our Kaupapa:	<p><i>Tika and Excellence</i> “Doing what’s right, and just, and doing it well”</p> <p><i>Mauri and Dignity Enhancing</i> “Actively holding hope and vision for the future, everyone is valued and valuable”</p> <p><i>Kia tina and Adventure</i> “Having big dreams and going for them”</p> <p><i>Kotahitanga and Relationship</i> “Journeying together, doing it with heart”</p>

Position Purpose – Clinical Triage Co-ordinator / Clinician	
<p>The Clinical Triage Co-ordinator is primarily employed to assess requests for services to ensure they fit with Adventure Developments contracted Services in the South Canterbury and Southern region. These enquiries and referrals are from all sources – GP’s, Health, Education, Youth Justice, Whanau, Self or other.</p> <p>This is a new role within the organisation and the successful applicant will work closely with the Clinical Leader in the development and delivery of all the above functions.</p> <p>The clinical component of this role will join a local team of clinicians to deliver a range of services from mild to severe, which are designed to meet the needs of rangatahi/young people experiencing mild to moderate issues around mental health, substance use, co-existing problems, and offending.</p>	
Reports to:	Clinical Leader
Direct Reports:	N/A
Location	Preferably Dunedin but will consider Southland, or South Canterbury.

Position Responsibilities

<p>Development & Implementation Triage Process</p>	<ul style="list-style-type: none"> • This is a shared role involving close collaboration with others in the Clinical Triage team. • Report to and work closely with the Clinical Leader, Area Service Leaders and Administration around all aspects of intake and waitlisting • Ensure referral information is accurate and complete, obtaining missing clinical information when required • Liaise with and maintain a strong knowledge of other services across South Canterbury and Southern to link referrers to the most appropriate service • Maintain information on other services criteria and wait times • Ensure Service leaders are well informed on a timely basis in relation to other services and resources within their region. • ensure that referrals are triaged and waitlisted in accord with ADL Policy and Practice • Stay informed of best practice and communicate this to the Clinical Leader • Ensure referrers are monitoring risk while clients are awaiting service or in the case of self-referrals that these young people are linked in with 1737 and other Crisis Supports • Undertake ongoing referrer education • contribute to ADL's systems to provide clear information to those seeking help
<p>Clinical role</p>	<ul style="list-style-type: none"> • Develop and maintain effective relationships with at risk young people aged 12 - 24 years and whānau • Meet the client's needs in a manner most appropriate to the client and consistent with a strengths and recovery approach • Provide a service that reflects the principles of the Treaty of Waitangi • Respect the diverse ethnic and cultural heritage of New Zealand and utilise culturally appropriate counselling practices • Maintain professional registration • Utilise best practice methods in all clinical practice, and have working knowledge of the following modalities: MI, CBT, ACT, Solution Focused Brief Therapy • Work with Co-Existing mental health and addiction issues as appropriate • Ensure that services are delivered in accordance to their Service Specifications • Work as an effective and collaborative member of a regional team for the wider organisation as a whole • Follow all other ADL Policies, procedures and guidelines, and adhere to ADL Code of Conduct and Ethics • Develop and maintain effective, collaborative and professional relationships with colleagues in other services, related areas and professions in order to optimise the support experienced by young people and their families/whānau • Be physically fit and able to participate in a range of activities that make up ADL's services • Incorporate technology as part of your therapeutic work • Be able to travel within the region to deliver mobile services.

KEY RELATIONSHIPS	
Internal	External
<ul style="list-style-type: none"> All ADL staff members ADL Teams, Service Leaders, Digital & Technology Systems Leader Executive Leadership Team (CE, Clinical Lead, Kaiwhakahaere Māori, Operations Manager, Finance Manager) Workforce Development Team Clinical Service Leaders Team 	<ul style="list-style-type: none"> National workforce development organisation i.e. Werry Workforce, Whā Raurau, Te Pou, Le Va, etc. Other providers of Youth Services in South Canterbury and Southern

PERSON SPECIFICATION		
Requirement	Essential	Desirable
Education	A clinical and current NZ professional registration in one of the following: <ul style="list-style-type: none"> Occupational Therapy Social Work Counsellor (NZAC or DAPAANZ) Nurse (Therapist) 	Postgraduate qualification in AOD / MH. Triage experience
Knowledge and Experience	<ul style="list-style-type: none"> Triage experience Four years plus clinical experience Experience delivering brief interventions Significant experience with ACT and/or CBT, and motivational interviewing skills Whānau inclusive practitioner Kaupapa Māori knowledge Experience using electronic client record management systems 	<ul style="list-style-type: none"> Six plus years clinical experience Training in solution-focused therapy Experience working with youth and whānau Experience in Treaty and Equity responsiveness Knowledge of quality improvement processes Understanding of issues facing minority and rainbow communities.
Skills	<ul style="list-style-type: none"> Well-developed written and oral communication skills including technical writing. Strong professional presentation skills High skill level in the Microsoft Office suite, in particular Word, Excel, and Outlook. Forward looking perspective that allows for contingencies and evolving situations. Effective time management skills. Commitment to clear and effective documentation of 	

	<p>essential information and processes.</p> <ul style="list-style-type: none"> • Commitment to improving quality standards in own area of expertise. • Committed to a collaborative approach and able to adapt to a high level of synergy amongst different team members and teams in the organisation. 	
<p>The way we work (expected behaviours)</p>	<p>Stewardship of resources We endeavour to make the most effective use of the resources available to us while at work, be they financial, material, time, environmental, relationships. We take the view that, to the best of our ability, these resources should be used to maximise the benefit to the young people we work with, their whānau and the communities they and we live in.</p> <p>The wellbeing of ourselves and others We will ensure that our actions while at work enhance our own wellbeing and that of others.</p> <p>Diversity, discrimination and stigmatisation We will act in ways that enhance expressions of diversity, challenge discrimination and reduce stigmatisation. We will act in these ways within the workplace, with our clients and their whānau and in our communities.</p> <p>Integrity We will ensure that our behaviour while at work would always bear the scrutiny of others. In situations where we are unsure about the right thing to do or we think we may have a conflict of interest, we will ask and seek guidance. If we see someone else behaving in a way does not line up with our values we will not ignore it but address it with them and someone else if necessary.</p> <p>Connection, relationship and trust We place high value on relationships and will work to ensure that they are healthy and supportive. We know that trust needs to be cultivated and commit ourselves to this. We also understand that there are circumstances where confidentiality must be upheld.</p>	

Health & Safety

Adventure Development believes the engagement of all team members in Health and Safety management is essential for good Health and Safety practice. All ADL team members will demonstrate their commitment to Health and Safety by:

- Ensuring their own Health and Safety and that of others around them
- Being actively involved in the management of hazards and risks their position might be exposed to
- Participating in all Health and Safety initiatives that apply to their position, and any other initiatives of interest
- Providing suggestions and solutions for the improvement of Health and Safety practices at ADL.