

## POSITION DESCRIPTION: Intake Clinician – Child & Youth Mental Health

About ADL	
<b>Vision</b> - the ambitious future state we are working towards	Empowering young people to live connected and meaningful lives.
<b>Treaty Commitment</b> - how we express our commitment as a Treaty partner	ADL works 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.
<b>Mission</b> - how we work to realise our Vision and Treaty Commitment, our unique contribution	ADL is a trusted not-for-profit providing accessible and sector-leading youth wellbeing, mental health, and substance misuse services.
<b>Purpose</b> - the reason we exist, the measurable difference we want to see realised in young people's lives	<p>ADL's purpose, for the young people we are invited to work with, is to:</p> <ol style="list-style-type: none"> <li>1. Increase their psychological wellbeing</li> <li>2. Ensure they have more resources to live a resilient, meaningful life</li> <li>3. Optimise our resources so that as many young people as possible have free, timely access to skilled practitioners who are well trained, resourced and supported in best practice service delivery.</li> <li>4. Resource their whānau to support them to respond to life events with resiliency.</li> </ol> <p>Additionally, ADL will:</p> <ol style="list-style-type: none"> <li>5. Resource communities to support their young people to respond to life events with resiliency.</li> <li>6. Contribute positively to the sector so those working with young people and their whānau have the skills, training opportunities, knowledge, and attitudes to support positive change.</li> </ol>
<b>Our Kaupapa:</b> - our values, how we go about all that we do, what is important to us	<p><i><b>Tika and Excellence</b></i> "Doing what's right, and just, and doing it well"</p> <p><i><b>Mauri and Dignity Enhancing</b></i> "Actively holding hope and vision for the future, everyone is valued and valuable"</p> <p><i><b>Kia tina and Adventure</b></i> "Having big dreams and going for them"</p> <p><i><b>Kotahitanga and Relationship</b></i> "Journeying together, doing it with heart"</p>

Position Purpose –Clinician	
<p>The role will be based alongside ADL's Central Lake's team but provide clinical screening, assessment, support and service navigation to all Child, Youth and Young Adult mental health and addiction services in the Queenstown and Central Lakes area. The model is aligned strongly with the Choice and Partnership approach (CAPA) to ensure referrals are supported throughout their pathway into and within Services. The service covers 5–24-year-olds experiencing mental health issues, substance misuse, and co-existing problems.</p>	
<b>Reports to:</b>	Central Lakes Service Leader
<b>Direct Reports:</b>	N/A

## Position Responsibilities

### The Queenstown and Central Lakes area clinical intake & consultation

- Provide service navigation, clinical screening and brief assessment and support while waiting to whānau, children, youth and young adults seeking support in The Queenstown and Central Lakes area.
- To provide an interagency intake and transitional support service to support pathways into best fit service via consultation and collaboration.
- Provide intake and support consultations to agencies, including community providers, primary care, and wider sectors.
- Work with Guides (non-Clinical support staff) to provide transitional supports including warm handovers as appropriate.
- Make referrals to the appropriate services or facilitate the timely transition into a choice appointment.
- Work closely with other intake clinicians, service leaders and administrative staff to review and triage The Queenstown and Central Lakes area Single Point of Entry
- Travel across the Central Lakes area to provide mobile in-person triage/intake responses as required.
- Perform risk assessments to ensure the safety of rangatahi and whānau,
- Provide choice appointments for young people and their whānau
- Collaborate with the ADL Service Leader and other Service managers to regularly review and communicate the capacity of services.
- Facilitate and/or participate in a virtual interagency Multidisciplinary Team (MDT)
- Support Guides to provide both face-to-face and virtual (telehealth) sessions as required.

### Other requirements

- 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 (FACT), Solution Focused Brief Therapy
- Work with Co-Existing mental health and addiction issues as appropriate
- Ensure that services are delivered in accordance with the 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

	<ul style="list-style-type: none"> <li>• Develop and maintain effective, collaborative and professional relationships with colleagues in other services, related areas and professions to optimise the support experienced by young people and their families/whānau</li> <li>• Be physically fit and able to participate in a range of activities that make up ADL's services</li> <li>• Incorporate technology as part of your therapeutic work</li> <li>• Be able to travel within the region to deliver mobile services.</li> </ul>
--	---

## Health & Safety

ADL 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
- With appropriate support and/or training provide suggestions and solutions for the improvement of Health and Safety practices at ADL.

## Cultural Competency

ADL works 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.

All ADL team members will demonstrate this by:

- Engaging in ongoing development of their cultural competency using the Takarangi Competency Framework
- Committing to professional development, formal and informal to support continuous improvement
- Supporting ADL as a culturally safe place for our clients and their whānau, and our colleagues
- Actively participating in cultural supervision.

## Key Relationships

Internal	External
<ul style="list-style-type: none"> <li>- Service Leader</li> <li>- Intake and Coordination Clinicians</li> <li>- Clinical Leader</li> <li>- Clinical Leader Teina/Workforce Development Leader</li> <li>- Mental Health Guides</li> <li>- ADL Clinicians</li> <li>- Other ADL Teams and Service Leaders</li> <li>- Other employees of ADL</li> </ul>	<ul style="list-style-type: none"> <li>- Children, Young people, whānau, and caregivers</li> <li>- Health New Zealand/Te Whatu Ora Mental Health and Addiction Services</li> <li>- NGO/Community Based Mental Health and Addiction Services</li> <li>- Primary health care (GP Practices)</li> <li>- Other local agencies, including social services, education sector, Kaupapa Māori services, etc.</li> <li>- Local community groups</li> <li>- Health promotion staff from other agencies</li> </ul>

## Person Specifications

Requirement	Essential	Desirable
-------------	-----------	-----------

Education	<p>A clinical and current NZ professional registration in one of the following:</p> <ul style="list-style-type: none"> <li>• Occupational Therapy</li> <li>• Reg. Psychologist</li> <li>• Social Work</li> <li>• Counsellor (NZAC or DAPAANZ)</li> <li>• Nurse (Therapist)</li> </ul>	Postgraduate qualification in AOD/MH.
Knowledge and Experience	<ul style="list-style-type: none"> <li>- Clinical mental health experience working with children aged 5 +</li> <li>- Experienced whānau inclusive practitioner</li> <li>- Understands the wider determinants of health, particularly the effects of colonisation for Māori</li> <li>- Knowledge of te reo and tikanga Māori.</li> <li>- Has knowledge of New Zealand's health sector</li> <li>- Motivational interviewing skills</li> <li>- Experience in using paperless systems</li> <li>- Full driver's license</li> <li>- FACT and ACT experience</li> <li>- excellent knowledge of Mental Health issues</li> <li>- Prior experience in relation to clinical/diagnostic screening and diagnostic interviewing skills</li> </ul>	<ul style="list-style-type: none"> <li>- Ideally four years plus clinical experience – ideally in brief therapy</li> <li>- Training in solution-focused therapy, ACT and/or CBT</li> <li>- Experience working cross-culturally.</li> </ul>
The way we work (expected behaviours)	<p><b>Stewardship of resources</b> 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><b>The wellbeing of ourselves and others</b> We will ensure that our actions while at work enhance our own wellbeing and that of others.</p> <p><b>Diversity, discrimination and stigmatisation</b> 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><b>Integrity</b> 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><b>Connection, relationship and trust</b></p>	

	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.
--	--

- (i) any other duties as may be reasonably required by us from time to time.

Print Name:.....

Signature:..... Date:    /    /

**On Behalf of ADL:**

Print Name:.....

Signature:.....Date:    /    /