

Role Context

eg. What team you work on and how your role fits within the team structure.

The Youth Mobile service provides support for young people (age 14 to 24) who are experiencing significant distress regarding their mental wellbeing. The goal of the team is to work towards recovery and assist tāngata whaikaha to function within the community. This team works closely alongside CDHB Specialist Mental Health Services.

Role, Purpose and Scope of Role

eg. What the role does in a nutshell.

Clinical Youth Mobile staff provide a high-contact, short-term, intensive service to young people and their families. This role has regular contact with tāngata whaikaha, visiting a minimum of twice weekly, and a maximum of daily.

Key Relationships

Accountable / Reports to

eg. Who is your direct report?

Youth Community Team Leader

Relationships With

eg. Which roles (internal/external) do you have regular interactions with?

- Senior Management
- Other SST Services
- SMHS / other health professionals
- Community groups
- Youth Groups, Schools, Sports Clubs
- Tāngata whaikaha / whānau
- Other professionals i.e. Oranga Tamariki, Police, Education etc.

Core Functions of Role

eg. Your regular tasks/activities.

Client Engagement & Support

- Establish and attend Youth Mobile appointments with tāngata whaikaha, as agreed.
- Function intuitively to assess tāngata whaikaha mental health state.
- Support tāngata whaikaha to attend other pertinent appointments – e.g. with their Case Manager, Psychiatrist, GP, WINZ, School Dean etc, as required.
- Break down goals for tāngata whaikaha into manageable steps, and proactively support them in achieving the goals set.
- Engage with other significant people in the tāngata whaikaha (with their permission)
- Seek to increase tāngata whaikaha social functioning and engagement – e.g. supporting sport and recreational activities, school attendance, participation in community activities etc.
- Appropriately apply psychoeducation and therapeutic interventions.

Expected Outcome

Working towards recovery, engage regularly with clients for the purpose of monitoring their mental health, resolving crises, and working towards goals in a way that reflects your professional practice competencies

Client Files, Planning and Reporting

- Complete forms as required to ensure tāngata whaikaha files are comprehensive and up to date.
- Establish, record, monitor and review tāngata whaikaha goals, in liaison with the tāngata whaikaha and clinician.
- Write thorough and professional individual tāngata whaikaha progress notes each shift, reflecting tāngata whaikaha mental health state, and progress on goals.
- Implement a Safety Plan subject to regular review and risk assessment

Expected Outcome

To have thorough and accurate individual client files, easy to follow client goal plans, and accurate statistics about work undertaken

Liaison with tāngata whaikaha Supports

- Communicate frequently to the Case Manager.
- Seek to engage with and work together with other significant people in the tāngata whaikaha life – eg parents, flatmates, school supports.
- Works effectively with colleagues to provide support/assistance/advocacy in complex situations.

Expected Outcome

To communicate frequently and effectively with significant support people in the tāngata whaikaha life.

Self-Leadership and Development

- Plans own study and course participation across each year, in consultation with Youth Community Team Leader scoped within the Performance Appraisal goal setting process.
- Arranges and proactively engages in regular external Supervision.
- Manages time across shift to meet all expectations of the role.
- Effectively uses any down time for tasks useful for the wider team.

- Recovery skills applied reflect best practice therapeutic models e.g. DBT, MBT, Psycho-education.

Expected Outcome

Leads self to ensure own workload management and Clinical work practice and own professional development, with the ability to second for the Clinical Senior as required

Team Participation

- Liaise with others on shift to ensure personal safety and promote professional best practice for all members.
- Communicate clearly with others around tāngata whaikaha wellbeing, needs and risk concerns.
- Attend and be an active contributor to Staff Meetings.
- Communicate proactively about operational matters.

Expected Outcome

To be a lead contributor to a culture of clear communication and teamwork which fosters inclusive and supportive team functioning.

Working Environment and Physical Demands

Stepping Stone Trust aims to provide a safe workplace, where nobody is placed in an environment or asked to do anything which will result in physical or mental harm. Here are some of environments and potential hazards that might be encountered in this role.

*Those in **bold** represent the likely environments of this position*

Office	Residential facilities	Outdoors
Vehicle	Private home	Community

*Those in **bold** represent the likely hazards of this position*

PHYSICAL	BIOLOGICAL	TEMPERATURE
Hand and portable tools Mechanical handling Stacking and storage	Insects Bacteria Animals (e.g. Rats)	Extremes of heat or cold Hot substances / products Fire hazard
Transportation (car etc) Confined space / working at heights Ventilation Working at heights in walkways and aisles Equipment guards Energy isolation Noise	CHEMICAL Chemicals and other substances Mist and/or Dust Dangerous Goods	PHYSIOLOGICAL (Possible catalysts for stress and / or fatigue) Times of increased intensity or duration of workload
LIGHTING	RADIATION Infra –red, ultraviolet	Organisational demands of work (e.g. 24-hour availability) Tight deadlines Provision of support to others during peak periods Shift work
Lighting levels	Microwave VIBRATIONS Vibrating platforms	

ERGONOMIC	POWER SYSTEMS	EMERGENCY RESPONSE
Manual handling Workstation set-up	Electrical Hydraulic	Responsible for items to be secured e.g. earthquake Evacuation routes

Those in bold represent the essential physical requirements of this position

TYPE	FREQ.	TYPE	FREQ.	TYPE	FREQ.
Stooping	O	Sedentary – sitting	F	Lifting / manual handling	O
Pulling	O	Kneeling	O	Grasping	O
Crouching	O	Typing	F	Crawling	R
Talking	F	Reaching	O	Hearing	O
Standing	O	Repetitive hand motions	O	Fine finger motions	O
Walking	O	Pushing	O	Driving	O
Climbing	R	Other – please record:			

Note: **C** = Constantly: 67-100%; **F** = Frequently: 34 – 66%; **O** = Occasionally: 1 – 33%; **R** = Rarely: 0 – 1%

Those in bold represent the visual requirements of this position

Close vision	Distance vision	Colour vision
Ability to focus	No special vision requirements	

Education and Qualifications

eg. The qualifications or experience you need to do this role well.

A registrable Allied Health qualification, such as Social Work, Nursing, Occupational Therapist, Counselling.

Technical or Professional Knowledge, Skills and Experience

Attributes

eg. The personal qualities and type of experience/skills required for the role.

- A few years' experience in working with young people experiencing mental distress and/or substance abuse issues.
- Knowledge and utility of networking in the youth context.
- Proven skills in client engagement, planning and implementation.
- Demonstrates short-, medium- and long-term planning capability, with managed follow up processes
- Experience working across a range of youth services.
- Ability to co-ordinate administrative functions to ensure timely reporting
- Awareness of changes in service delivery needs from funder and adjusts strategies to reach a result
- Strategically uses communication to produce enthusiasm and foster an atmosphere of open exchange and support
- Develops rapport easily; addresses issues positively; competent in verbal and written communication
- Aligns with team's values and composition; aware of own strengths and how they affect other people in the team
- Works collaboratively

Knowledge

eg. The specific knowledge required for the role (legislation, training etc).

- Knowledge of Youth Health issues (physical, sexual & and recovery in mental distress)
- Experience and knowledge working in the community context
- Demonstrates an understanding of administrative systems that ensure clinical processes are properly supported

General Competencies

Alignment to the vision, mission and core values of SST

Alignment to Core Values

- **Faith** – supporting tāngata whaikaha (clients) and staff to explore belief in God as a pathway to wellness
- **Grace** – accepting and respecting people regardless
- **Hope** – every person has value, potential and new possibilities
- **Love** – being professional and showing respect in all of our relationships
- **Integrity** – practising accountability with each other and stakeholders.

Teamwork

Maintains healthy team relationships especially with respect to handling conflict; aware of differences in personalities and the importance of positive relationships to achieve outcomes

Teachable

Desires to learn best practice; follows instruction. Able to adapt learned skills to the SST environment.

Communication

Develops rapport easily; addresses issues positively; competent in verbal and written communication

Team Fit

Aligns with team’s values; aware of own strengths and how they affect other people in the team

Verification

We agreed that this Statement of Accountability accurately reflects the key responsibilities of the position at today’s date.

Manager’s Signature:

Manager’s Name:

Date:

Employee’s Signature:

Employee’s Full Name:

Date:

This Statement of Accountability will be reviewed at least once a year during the course of the Performance Review Meetings. Any changes which need to be made will be signed off by the responsible Senior Management Team member, and People & Capability.