

Position Description		
Job Details		
Position Title: Senior Manager of Clinical Practice		Year: 2021
Department:		
Reports directly to: Executive Director		Direct Reports: <ul style="list-style-type: none"> • Allied Health • Case Manager/s • Mental Health practitioners
Background Information		
Qualifications	<i>Undergraduate</i>	Bachelor of Allied Health and/or Social Services
	<i>Postgraduate</i>	
	<i>Other</i>	<ul style="list-style-type: none"> • Relevant membership with AHPRA or other professional bodies
CatholicCare Western Sydney & The Blue Mountains Overview		
<p>CatholicCare Western Sydney and the Blue Mountains (CC) is a not-for-profit that aims to serve the community in the Catholic Diocese of Parramatta by overseeing the provision of high-quality social services operating according to the principles of Catholic Social Teaching. CC respects the dignity, worth, diversity, cultures and beliefs of all people and is renowned for its hands-on and practical approach to the service and pastoral care of people in this area.</p> <p>At CC, what inspires us most is hearing what really matters to our clients so we can support them to live with joy and purpose. CC provides various services for a range of clients from birth to the aged across the following programs providing them with resources, education and tools to overcome their challenges.</p> <ul style="list-style-type: none"> • Child Education Services • Families, Counselling and Wellbeing • Disability and Aged • Homelessness • Community & Engagement <p>As a not for profit, CC relies significantly on funding and community support to be able to continue to make a difference in the lives of people who need us.</p>		

Working for CatholicCare Western Sydney & The Blue Mountains

Our highly trained staff support people at all stages of life to manage difficulties and rediscover strengths. We are a unifier, bringing together individuals and families with their community. This is what inspired us every day so all those in our community may live with joy and purpose.

With more than 200 employees and volunteers, CC employs a diverse range of staff across its many programs including counsellors, support workers and educators.

CC is an Equal Opportunity Employer. Compliance with child protection legislation is essential to all child-facing positions. CC is committed to safeguarding all children, young people and vulnerable adults and that all children, young people and vulnerable adults have an equal right to protection from abuse.

At CC we are committed to employing the very best people in the industry who have a genuine passion for working in the not for profit sector and have the right level of experience and knowledge.

CatholicCare Western Sydney & The Blue Mountains Values

At CC, our values underpin everything we do and how we do it.

- **WE EMBRACE EVERY JOURNEY** with gratitude and love
 - **WE ARE AVAILABLE** with an open mind and heart
 - **WE BUILD TRUST** with integrity and respect
 - **WE ADVOCATE** with patience and passion
 - **WE PERSEVERE** with resilience and belief

Role Purpose

The Senior Manager of Clinical Practice is a business critical position. This position is the custodian for the organisations Foundation of Practice which underpins practice, quality and risk frameworks.

The Senior Manager will also work in partnership with programs and external stakeholders in the provision of specialist expertise and assistance, case consultancy and review, promote and deliver reflective and evidence based practice, of complex children, youth, family and relationship cases.

The Senior Manager will oversee the small team of allied health staff for the provision of allied health and case management services for aged care under Commonwealth Home Support Program, Home Care Packages. Additionally the role will support development of mental health services.

You will be responsible for working with people to implement our Foundation of Practice so that CatholicCare will:

- understand client needs and purpose in life
- provide support and opportunities for meaningful connection to the community through solidarity
- value cultural diversity by recognising the human dignity of very individual
- strive for a community where no one feels alone or isolated
- support people at all stages of life to manage difficulties and rediscover their strengths through subsidiarity and participation.

Key Responsibilities

The role is responsible for coordinating processes to ensure that CatholicCare achieves the full range of accreditation along with other standards relevant to program agreements and to support high quality, safe and effective service delivery.

The position will work collaboratively with the Diocese Risk Assurance team and Office of Safeguarding.

The position is responsible for clinical advice, mentoring, support and governance of the services programs along with developing monitoring and evaluation mechanisms and contributing to funding body reports.

- Development and maintenance of the organisations Foundation of Practice
- Oversee and provide quality, accreditation and policy support to the Executive and Managers within CatholicCare in relation to the:
 - accreditation programs,
 - external review processes, and
 - the implementation of recommendations.
- Lead and implement a systematic approach to:
 - clinical governance,
 - quality and risk management, and policy management
- Provide clinical leadership including the provision of supervision of and consultation with Clinicians across the organisation.
- Oversee the risk management framework so that all risks are identified, controlled and mitigated in agreed time frames and in an effective and efficient manner.
- Lead the implementation of systems and processes that support contemporary clinical governance approaches for consistency, quality initiatives and reporting internally and externally and that these are implemented and complied with. Examples include:
 - Care Management System
 - Risk Management System.
- Train and support to staff for:
 - introduced quality measures, and
 - new policies and procedures
- Participate in the development and maintenance of external stakeholder engagement to promote and generate opportunities
- Promote a positive relationship between all staff involved in service provision
- Work in partnership and consultation with Management for continuous quality improvement opportunities.
- Actively foster a culture of continuous learning and improvement.

Knowledge, skills, experience & compliance – Required to perform this role

- Qualification and registration of professional body in Psychology or Social Work
- Proven track record in leading, implementing and managing quality, safety and risk management programs and systems at a senior management level.
- Experience working with CatholicCare's direct client groups; poor, marginalised, disadvantaged and working with people who come from diverse backgrounds e.g. Aboriginal, African and other non-English speaking backgrounds.
- Evidence of specialist practice knowledge and application of an area relevant to work with traumatised and vulnerable children, young people and families including but not

limited to child development and the impact of trauma, clinical work with children, young people and families, mental health, aged care and disability.

- Proven engagement and relationship building skills as a leader and the ability to represent the organisation.
- Demonstrated experience promoting a culture of continuous improvement in a health or social services setting and partnering with employees at all levels of the organisation and external stakeholders.
- Demonstrated skills in staff supervision and proven ability to contribute to clinical leadership in a multidisciplinary team
- Proficient in relevant computer applications, and data entry. As well as an ability to learn and adapt to new computer systems
- Valid Working with Children Check
- National Criminal History Check

Personal Attributes

- Solid relationship building skills
- Good team member with excellent communication skills
- Outcomes focused
- Proactive and persistent
- Collaborative and consultative
- Values driven with strong personal and organisational values alignment
- Positive attitude and commitment to tackling challenges

Staff member's name (print):		Date:
Staff member's signature:		

Manager's name (print):		Date:
Manager's signature:		