

# INFORMATION PACK



Social Worker | Counsellor



mental health  
foundation

ACT

# Position Overview



Job Title

Social Worker I Counsellor  
Clear Path Counselling Services



Location

Canberra (Chifley)



Job Type

Part Time



Reports to

CEO



Direct Reports

None



Closing Info

31/12/2024

## About MHF

We understand life sometimes throws people challenges. We exist to help them through.

MHF provides community based health support services directly to the community and through partnerships with the public health system, primary health providers, other community organisations and the NDIS. The services we provide are:

- Counselling, therapy and wellbeing services
- Accommodation services for people facing mental illness
- Support work and community access
- Capacity building, prevention and recovery
- Harm minimisation

Our vision is that people in the Canberra region live with hope, choice and good mental health.

This is achieved using a recovery framework, a personal journey toward the achievement of holistic wellbeing.

Working with MHF, whether as a staff member or a volunteer is a rewarding experience that enables you to excel in your role. We value continuous improvement and strive to make the organisation a little bit better each day. We have a culture that we are proud of, a culture that puts the people, both staff and those we are here to serve, at the forefront of everything we do.

## Role Specifics

### Key Working Relationships

People presenting with mental ill-health, MHF staff and volunteers, referrers and other external stakeholders.

### Duties and Responsibilities

MHF provides a range of counselling services through its Clear Path Counselling Services. These services are delivered in both face to face and online settings to ensure our clients receive the services they need, when and how it suits them.

This role will see you:

- Utilise your social work knowledge and experience to assist our clients achieve lifestyle changes that improve their mental health, wellbeing and quality of life
- Use evidence to inform professional client-centred practice at every step of their journey with MHF
- Attend clinical practice and other meetings as required to ensure client safety
- Record accurate and timely case notes for each interaction and report on relevant client engagements during clinical practice meetings
- Engage with clinical supervision support provided by MHF
- Support and promote a seamless approach for our clients across all MHF services as well as externally when required, to meet their individual goals
- Liaise with and promote MHF services to external stakeholders to meet organisational and client objectives
- Foster a culture of openness, transparency and accountability
- Work as a member of the team sharing relevant knowledge and experience.

This role will be attractive to someone who thrives on lots of direct engagement with people and who gets satisfaction from adding value to the lives of others.

## Essential

- You will be required to hold relevant tertiary qualifications in social work, psychology or other related area
- You will be required to demonstrate that you have a minimum of two years experience providing direct therapy or counselling supports to people

## Desirable

- Experience with a variety of therapy approaches including ACT and CBT
- Experience working within the NDIS framework
- Experience providing in-services or other direct promotional activities

This role may also involve working from home, so access to suitable computer equipment and internet may be required.

## Hours of Work

This role is part time and reactive to client needs. Our office is open 9am to 5pm weekdays when we anticipate most sessions will occur, however, after hours sessions including weekends may need to be accommodated. We are flexible on hours, but would expect a minimum of 8 hours per week. Caseload will guide hours over time.

## Pre-Engagement Checks

As MHF's work involves staff being in direct contact with vulnerable people, all staff, whether paid or unpaid are required to complete a Working with Vulnerable People check with NDIS Worker Screening.

MHF will conduct at least two reference checks on successful applicants and will also require proof of any professional qualifications stated on any application.

## General Information

All staff, whether paid or unpaid are required to adhere to MHF's Code of Conduct and Organisational Policies during the course of their engagement.

MHF acknowledges Aboriginal and Torres Strait Islander peoples as Australia's First Peoples and sovereign custodians of this land. We pay our respects to Elders past, present and emerging.

MHF also acknowledge the individual and collective expertise of those with a living or lived experience of mental ill health. We recognise their vital contribution at all levels and value the courage of those who share this unique perspective for the purpose of learning and growing together to achieve better outcomes for all.

We are committed to the safety and wellbeing of people of all ages. We welcome all people irrespective of ethnicity, lifestyle choice, faith, sexual orientation and gender identity.