
ACCESS TEAM CLINICIAN

JUNE 2026



POSITION SUMMARY

Location:	headspace Sunshine		
Functional area:	Primary Clinical Services		
Classification/ Salary:	Health Professionals and Support Services Award 2020, Health Professional Employee, Level 1-2 + 12% super + access to \$15,900 NFP salary packaging.		
Job level:	Level 2		
Reports to:	Clinical Services Manager		
Employment type:	Part time (0.8 FTE)		
Employment length:	Ongoing, subject to funding		
Direct reports	0	Indirect reports	0

POSITION PURPOSE STATEMENT

The Access Team Clinician will contribute to developing and providing high quality, early intervention intake/assessment services to young people, their families/carers and community professional/agencies.

The Access Team Clinician will have a direct role in the engagement, assessment and coordination of care for young people accessing headspace services and will assist in the referral of young people to appropriate programs (including research interventions) either within the headspace centre or other community agencies. In addition, the position will participate in community awareness raising activities that promote early help-seeking for mental health and substance use problems in young people.

About headspace

headspace is a world-first youth mental health initiative that supports young people who are going through a tough time; whether it's depression, anxiety, relationship break-ups or alcohol and other drug issues. The youth-friendly services at headspace are aimed at teenagers and young adults in recognition of the fact that 75 percent of mental disorders emerge before the age of 25 years.

POSITION FOCUS

	Key responsibility area	Percentage
1	Service delivery	70%
2	Stakeholder Engagement	15%
3	Administration	10%
4	Other	5%

POSITION KEY RESPONSIBILITY AREAS

<p>1. Service delivery</p> <ul style="list-style-type: none"> • Work under the direction of the Clinical Services Manager to provide comprehensive youth friendly mental health services. • Provide a comprehensive intake service to young people, community members and professionals seeking services. • Conduct initial engagement and assessment sessions with young people and their families/carers, using the agreed headspace psycho-social assessment tool, including AOD screening and harm minimisation and risk assessment as required. This assessment will help determine client suitability for ongoing headspace services or support a referral to an appropriate external service. • Collaboration with young people and their families/carers ensuring they are involved in the decision-making process of their care. • Deliver evidence informed brief interventions, including group interventions, with young people and their families/carers. • Participate in regular clinical case review meetings and multi-disciplinary meetings to ensure appropriate team-based care, consistent and coordinated service pathways and service delivery response for young people and their families/carers. <p>2. Stakeholder engagement</p> <ul style="list-style-type: none"> • Promote service integration and foster collaboration of care within the service and with external services as needed. • Regularly attend relevant community youth network meetings to build and maintain collaborative working relationships with health and welfare agencies and the general community. • Participate in the development and delivery of school- and community-based mental health awareness/promotion activities as appropriate. • Portfolio management of specific community engagement/awareness and/or service development activity in line with your personal interest. • Support youth and family/carer participation at the centre. <p>3. Administration</p> <ul style="list-style-type: none"> • Maintain accurate and timely electronic medical records. <p>4. Other</p> <ul style="list-style-type: none"> • Agree to uphold the values of Orygen and demonstrate respect for diversity and hold a positive attitude towards young people. • Participate in and promote research and evaluation projects conducted at the headspace centre. • The role may incorporate other headspace related activities and responsibilities as directed by the Clinical Services Manager or Senior Access Team Clinician.

EDUCATION / QUALIFICATIONS

Essential	<ul style="list-style-type: none"> • Approved tertiary qualifications in a relevant discipline (Psychology, Social Work, Occupational Therapy, Mental Health Nursing).
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	<ul style="list-style-type: none"> • Must have full/provisional general registration with AHPRA or eligibility for AASW.
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EXPERIENCE / SKILLS

<p>Experience / skills</p>	<ul style="list-style-type: none"> • Passion, energy and determination to make a difference to health outcomes for young people. • Have experience or knowledge of working with young people between 12 to 25 years of age, including an understanding of their developmental stages and transitions. • Experience in the provision of mental health care, including completion of mental health assessments; risk assessment and crisis intervention/safety planning; psychoeducation and short-term/brief interventions to young people experiencing mental health and/or substance use problems. • Demonstrated experience and ability to determine and plan for a young person's recovery and support needs, employing a shared decision-making approach. • Demonstrated sound ability to make decisions, problem solve, and risk manage, in relation to conducting intake and assessments and determining a young people's suitability for ongoing treatment/support services at the centre. • Experience in the provision of community awareness/development activities. • Experience in the planning, provision and evaluation of group-based interventions for young people and their families/carers. • Competence regarding information technology, software packages and willingness to be trained and implement data collection and clinical record software. • The ability and experience to work with a family inclusive framework in mind in supporting young people attending the Centre for support. • Experience working with First Nations and other Culturally diverse young people and their families. • Experience in working with LGBTIQ+ communities. • Understanding of systemic thinking, community awareness and the lived experience perspective.
<p>Personal attributes</p>	<ul style="list-style-type: none"> • Excellent written and verbal communication skills, and ability to liaise and build relationships with internal and external stakeholders. • Demonstrated ability to work effectively in a multi-disciplinary team. • Commitment to supporting clinical research within the service. • Understanding and ability to work with a diverse and multi-cultural community, including being able to work with interpreters effectively for purpose of mental health assessment and support. • A commitment to gender affirming practices and a willingness to engage in further learning. • A commitment to culturally safe and trauma informed care. • Demonstrated ability to work effectively in a multi-disciplinary team. • A professional demeanour and caring and ethical approach to clinical practice. • A respectful and sensitive approach to colleagues, other professionals, and to young people and their families. • Well-developed engagement skills with young people, families/carers and wider systems involved with a young person. • Ability to model flexibility in complex, stressful, changing and/or ambiguous situations and when confronted with obstacles. • Ability to establish and maintain effective and healthy working partnerships with internal and external stakeholders. • Eagerness to learn and build professional capacity.

KEY RELATIONSHIPS

Internal	<ul style="list-style-type: none"> • Clinical Services Manager • Senior leadership team. • Peer support worker team (youth and family) • Individual Placement Support team. • GP's and the Trans and Gender Diverse team. • Co located service providers at the centre.
External	<ul style="list-style-type: none"> • Schools and their wellbeing teams. • GP's in the local area making referrals to the centre. • External referrers from other youth services. • Young people and their families.

SPECIAL REQUIREMENTS

<ul style="list-style-type: none"> • Unrestricted right to live and work in Australia. • A current National Police Check will be required. • Any offer of employment is conditional upon receipt and maintenance of a satisfactory Working with Children Check. • You may be required to work across more than one of Orygen's sites, which are currently located within the north and west of Melbourne. • A current Victorian driver's licence (desirable). • In line with government guidelines, this position may need to be based at home during certain periods. As such a reliable internet connection will be required. • Our headspace sites operate after 5pm multiple times a week, availability to work across rotating shifts required.

SAFETY, HEALTH AND WELLBEING RESPONSIBILITIES

<p>Employees are required to comply with all workplace health, safety and wellbeing policies and procedures of Orygen.</p> <p>In addition, employees are expected to:</p> <ul style="list-style-type: none"> • Promote and demonstrate Orygen's high standards in relation to health, safety and wellbeing, championing a culture of safety in the workplace. • Take responsibility for their own safety, health and wellbeing and for their colleagues and others they work alongside, as far as they are able. • Follow policies, training and guidelines related to Workplace health, safety and wellbeing, including reporting of unsafe work practices, incidents, hazards and near miss events. • Be committed to promoting and protecting the safety and well-being of all children and young people and embedding safeguarding practices into all our programs and services. • You may encounter sensitive information related to mental health as part of your work. Being aware of this and how it could affect you and planning accordingly is essential.

ACKNOWLEDGEMENT

Confirming this position description has been read and understood by:

Name	
Signature	
Date	