

POSITION DESCRIPTION

NSLHD - Social Worker (Level 5)

 	
Organisation	NSW Health
Local Health District / Agency	Northern Sydney Local Health District
Position Classification	Social Worker Lvl 5
State Award	NSW Health Service Health Professionals (State) Award
Category	Allied Health Social Worker
Website	www.nslhd.health.nsw.gov.au/

PRIMARY PURPOSE

To ensure a high quality social work service is provided to patients their families and carers accessing services throughout NSLHD and to provide clinical management to Social Workers within the service.

COVID-19 VACCINATION COMPLIANCY

The Public Health (COVID-19 Vaccination of Health Care Workers) Order 2021 commenced on 26 August 2021. The Order establishes mandatory requirements for health staff and persons working in health settings to be vaccinated with a COVID-19 vaccine. Mandatory COVID-19 vaccination will now be required for all NSW Health staff.

KEY ACCOUNTABILITIES

Clinical

The Social Worker will provide comprehensive and high quality Social Work service to patients. The Social Worker will apply social work interventions in accordance with the AASW Practice Standards 2013 and AASW Code of Ethics. The Social Worker will provide clinical advice and guidance to social workers in the management of patients with complex needs. The incumbent will maintain accurately timely medical records and written documentation. The incumbent will maintain daily statistics and data entry as required. Role may be based at multiple sites across NSLHD and other clinical areas, inclusive of weekends and after hours. Role requires participation in the Social Work after hours on call roster and in the Social Work disaster response at primary site and other NSLHD sites.

Leadership and Management

The Social Worker will support implementation of agreed policies and procedures for the management of service delivery **in consultation with the Head of Department**. The Social Worker must be active in the planning, implementing, evaluating and reporting on social work programs and services, which are consistent with the Social Work Department. The incumbent will facilitate and participate in the management of department business through the Social Work Team Leaders Group. The incumbent will provide supervision, consultation guidance and leadership in the implementation of best practice. The Social Worker will consider opportunities to act as a Deputy Head of Department as appropriate.

Human Resource Management

The Social Worker will take responsibility for management of rosters and planned leave. The incumbent will manage appropriate recruitment activities, including advertising, convening of panels, selection and orientation in consultation with management. The Social Worker will where required assist in the orientation of new staff ensuring all matters of clinical practice, departmental standards, infection control, Quality and Work Health and Safety are included.

Planning and Performance

The Social Worker will liaise with service partners to identify opportunities to improve service delivery and coordination in consultation with the Social Work Head of Department. The incumbent will participate in Social Work and NSLHD strategic planning processes as required. The Social Worker will ensure all staff have an understanding of and participate in Quality Management processes.

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Education, Training and Research

The Social Worker will maintain an up-to-date knowledge of clinical service delivery whilst preserving professional competency standards and ethics. The Social Worker will attend any lectures, tutorials, programs and development activities that management deems necessary. Part of the responsibility of the Social Worker is to assist with the education and training of students and staff within the unit. The Social Worker will identify training programmes and support implementation at facility level. The incumbent must develop and maintain a continuous program of self-improvement in conjunction with the Head of Department.

Safe practice and environment

The Social Worker will work according to the Departmental safe work methods and guidelines. The incumbent must adhere to all NSWHealth and NSLHD Policies and Procedures.

Work Health Safety

As a leader you are expected to support the organisation achieve the aims of the safety management system, to establish and maintain a positive health and safety culture in the workplace and to consult with workers and others when making decisions that may impact upon the health, safety and welfare of those in the workplace.

KEY CHALLENGES

- Working in a busy and challenging workplace with competing demands and priorities.

KEY RELATIONSHIPS

Who	Why
Social Work Head of Department, Team Leaders and Management	To report on day to day tasks and any issues.
Allied Health and Nursing Staff	Information sharing, in order to provide a high quality service.
Patients, Carers, Families and Visitors	To provide support and build a friendly rapport.
Various government agencies	To share information.

SELECTION CRITERIA

1. Consistently demonstrates behaviours that reinforce the CORE Values of our organisation; Collaboration, Openness, Respect and Empowerment. Demonstrate these behaviours with all stakeholders; colleagues, direct reports, as well as our patients and consumers, and those that care for them.
2. Tertiary qualifications in Social Work providing eligibility for membership of the Australian Association of Social Workers with extensive post graduate social work clinical practice.
3. Demonstrated skills and knowledge in assessment, counselling and therapy interventions, case management, advocacy and discharge planning.
4. Demonstrated understanding of the impact and management of Trauma, Sudden death, Bereavement, Domestic Violence, Child Protection, Guardianship.
5. Demonstrated experience in effective staff management, supervision and the development of staff at all levels.
6. Demonstrated experience in service development and quality improvement.
7. Demonstrated excellent written and verbal communication skills, time management and computer literacy.