

POSITION TITLE:	Associate Clinical Team Leader, Child and Youth Mental Health LP5B/SPO27/N8	POSITION NUMBER(S):	various
DIVISION: (e.g., Division, Region, Department)			
UNIT: (e.g., Branch, Area, District)		LOCATION:	various
SUPERVISOR'S TITLE:	Team Leader, Child and Youth Mental Health	POSITION NUMBER	
SUPERVISOR'S CLASSIFICATION:	LP4/N9/SPO28	PHONE NUMBER:	
FOR AGENCY USE ONLY		NOC CODE:	
APPROVED CLASSIFICATION:		CLASS CODE:	
ENTERED BY:		PHONE NUMBER:	

PROGRAM (OPTIONAL)

The Child and Youth Mental Health Program provides a wide range of community-based specialised mental health assessment and treatment services to children, youth and their families when the child or youth is suffering serious emotional, psychological, or behavioural disorders. Specialised services also include community development, consultation, co-ordination, education and contract management.

PURPOSE OF POSITION

Under the direction of a Team Leader, the Associate Clinical Team Leader (ACTL) works as a clinical supervisor and member of a multi-disciplinary Community Mental Health Team. The ACTL will assist the TL by providing clinical, and where appropriate, administrative supervision to clinical staff and/or community components of the multidisciplinary CYMH Team. The kind of expertise provided by the ACTL in clinical supervision will vary depending on the discipline of the ACTL, and may include the supervision of undergraduate, graduate, and doctoral training program students. The ACTL, in collaboration with the Team Leader and Community Services Manager, may assist in carrying the responsibility for the development, implementation, and monitoring of the risk reduction and capacity building components of the Ministry's mental health program within the community. The ACTL may also assist the Team Leader with regards to accountability and responsibility to plan, develop, manage, coordinate and evaluate the delivery of mental health services for children, youth and families in the local community by taking a proactive approach, including prevention. The ACTL works with the Team Leader, community agencies, and professionals to identify and implement best practice approaches for children who are at increased risk of developing psychiatric disorders. As the Team Leader has broad responsibilities to work with diverse community partners to promote the establishment and maintenance of a full range of mental health services within the community, the ACTL will be included in facilitating this under the direction of the TL.

NATURE OF WORK AND POSITION LINKS

In utilizing a strong Clinical CYMH background, this position will ensure clinical leadership and supervision to the CYMH Team. The ACTL may also be required to establish relationships with a number of highly complex community groups, often addressing divergent agendas and crossing a number of boundaries. The ACTL will need to have extensive knowledge and experience in child & youth mental health illness in order to provide both the required supervision, and address the specific community incentives to build community capacity and implement risk reduction approaches with families, children and youth.

Position Links:

- CYMH staff, and related contract agencies providing partnership programs;
- MCFD staff in youth justice, child protection, resources, and adoption: to build awareness of the complex dynamics involved when working with families and children at risk of a mental health disorder;
- School personnel, public health, adult mental health, acute care settings, physicians, psychiatrists and paediatricians: to provide a consultative and educative capacity regarding child/youth mental health disorders, and to provide direct services to families and children/youth with mental health disorders;
- Physicians and other health care professionals in acute care settings under the Shared Care Model: to increase capacity of these professionals to not only recognize, but work with children and adolescents at risk of mental illness;
- Community Living BC (CLBC): to develop and assist with services to dually diagnosed children and adolescents.

SPECIFIC ACCOUNTABILITIES / DELIVERABLES

1. Assists the Team Leader in the co-ordination of the community child and youth mental health program and development of resources and service networks in the community as deemed applicable in the community by:
 - Supporting an effective intake system, including waitlist management;
 - Maintaining an appropriate liaison/referral system with hospitals, schools, Public Health, other Ministries, and other service providers;
 - Assisting with the implementation and monitoring of programs and delivery of mental health services;
 - Providing proactive leadership in facilitating the delivery of service among the clinical and contract staff and other community programs, including emergency services;
 - In co-operation with community partners, monitoring and evaluating the effectiveness, appropriateness and adequacy of mental health programs and policies at the local level in meeting community needs;
 - Working with the Team Leader in supporting the management of human resources functions;
 - Providing consultation on mental health issues to other staff, Team Leaders, Managers, community agencies and professionals;
 - Supporting the Team Leader in clarifying the role of Child and Youth Mental Health Service to community groups/agencies;
 - Representing MCFD Mental Health Services on appropriate committees.
2. As designated, provides supervision and coordination of clinical services as Associate Clinical Team Leader for Child and Youth Mental Health Services staff and monitor contracted staff in the catchment area by:
 - Supervising, training and consulting with mental health staff;
 - Facilitating supervision/co-ordination of undergraduate, graduate, and doctoral level students in community;
 - Monitoring clinical practice and service delivery ensuring a high standard of consistency with evidence based practice;
 - Carrying responsibility in ensuring that regular clinical audits/reviews of team's clinical records, and case reviews are performed pursuant to policy;
 - Ensuring that appropriate clinical supervision is provided in specialized areas as needed(i.e. formal psychological assessments that include psychological testing, administration of medication)
 - Establishing and communicating performance expectations to clinical staff in Child and Youth Mental Health programs and evaluating staff performance as directed by the Team Leader;
 - Functioning as a primary therapist for a small number of severe/complex cases

- Ensuring the maintenance and completion of necessary systems of records, statistics and client information.
3. In co-operation with the Team Leader, community agencies and professionals, participates in the planning and delivery of community mental health/illness education and prevention activities to agencies, service providers and related groups on child and youth mental health disorders by;
- Participating in assessment of education needs of various segments of the community;
 - Participating in developing, teaching, and/or delegating education programs;
 - Participating in developing and/or implementing prevention programs in the community.
 - Undertaking feasibility studies, conducting research, testing assumptions and developing sound business cases to obtain funding and approval for project initiatives;
 - Develops and implements programs targeted to community such as early intervention programs, family/parent development programs, and peer counselling/mentorship programs;
 - Assists with the development of performance measures and maintaining systems to create management reports;
 - Facilitates the creation and ongoing function of advocacy organizations in the provision of mental health awareness education, self-help support and advocacy.
4. Other related duties as identified by the Team Leader
- Review performance of CYMH contracts (requiring CYMH subject matter expertise) to verify satisfactory performance results have been achieved, for release of payment.

ORGANIZATION CHART

(Delete this section if you have attached a graphical organization chart)

- Deputy Minister Title
 - Assistant Deputy Minister Title
 - Director Title, Classification, Position Number
 - Manager Title, Classification, Position Number
 - Supervisor Title, Classification, Position Number
 - Topic Position Title, Classification, Position Number**
 - Peer Position Title, Classification, Position Number
 - Peer Position Title, Classification, Position Number

FINANCIAL RESPONSIBILITY

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DIRECT SUPERVISION (i.e., responsibility for signing the employee appraisal form)

Role	# of Regular FTE's	# of Auxiliary FTE's
Directly supervises staff		
Supervises staff through subordinate supervisors		

PROJECT /TEAM LEADERSHIP OR TRAINING (Check the appropriate boxes)

Role	# of FTE's	Role	# of FTE's
Supervises students or volunteers <input type="checkbox"/>		Provides formal training to other staff <input type="checkbox"/>	
Lead project teams <input type="checkbox"/>		Assigns, monitors and examines the work of staff <input type="checkbox"/>	

SPECIAL REQUIREMENTS

<ul style="list-style-type: none">Travel required. Transportation arrangements must meet operation requirements.
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TOOLS / EQUIPMENT

Computer use. Operate a motor vehicle

WORKING CONDITIONS

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WORK EXAMPLES

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COMMENTS

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PREPARED BY

NAME:	DATE:	
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EXCLUDED MANAGER AUTHORIZATION

I confirm that: <ol style="list-style-type: none">The accountabilities / deliverables were assigned to this position effective: (Date).The information in this position description reflects the actual work performed.<ul style="list-style-type: none">A copy has / will be provided to the incumbent(s).		
NAME:	SIGNATURE:	DATE:

Qualifications for this position

EDUCATION

SPO: MSW (Clinical Specialty or equivalent training/education), MEd (Counselling), MA (Clinical Psychology), Master's Degree in Child and Youth Care or comparable graduate degree at Master's level.

Psychology: Ph.D. in clinical/applied psychology, and registered with, or eligible for, registration with the College of Psychologists of British Columbia

REQUIRED EXPERIENCE

Minimum of 3 years post degree experience in the provision of mental health services to children, youth and their families. Preference will be given to those with additional experience in the provision of supervision, assisting with coordination or management of a program.

Some travel is required. Transportation arrangements must meet operational requirements. Successful applicant is subject to Police Record Check and Criminal Record Review Act check.

Knowledge:

- Child and youth psychological, social and cognitive development
- Developmental psychopathology and psychiatric disorders of children and youth
- DSM IV-TR and its clinical application
- Well established accepted practices and evidence-based clinical intervention methods and their appropriate applications, including medication
- Integrated Case Management
- Basic knowledge of the application of standardized clinical measures in children appropriate to the profession (e.g. psychology, clinical social work, nursing, mental health counselling, etc).
- Professional Ethics and approaches to resolve ethical dilemmas in the work with clients
- Psychotropic medications used with children and youth and their side effects

Skills and Abilities:

- Ability to function independently, demonstrating sound clinical judgement as the senior clinician in the diagnosis and treatment of children and youth with mental health issues and disorders
- Skill to direct staff in the application of suicide assessments and crisis interventions
- Ability to establish and maintain effective collaborative and constructive liaisons/relationships with a variety of individuals and groups, including clients, families, physicians, schools, hospitals, other agencies, etc to seek input, secure co-operation, resolve conflicts, influence outcomes and provide community consultation and education related to child and youth mental health issues;
- Ability to prepare and deliver appropriate, clear and concise communications, both orally and in writing, to a range of internal and public audiences
- Ability to identify, analyze, and assess emerging issues and develop and implement effective responses and/or strategies
- Ability to effectively recruit, supervise, evaluate and motivate a diverse multidisciplinary team, from various professions involved in clinical assessment and treatment of children and youth in accordance with established human resource principles, policies, procedures and guidelines
- Ability to apply professional ethics to the clinical and general work situation
- Strong leadership skills to maintain an effective team environment that acknowledges diverse opinions and values the unique contributions of each profession, to deliver group objectives and enhance team outputs
- Good organizational skills
- Ability to work in a computerised environment

The following knowledge factors must be learned on the job within the first six months and will be assessed through the individual Employee Performance and Development Plans:

- Knowledge of the Child and Youth Mental Health Plan for British Columbia and mental health service delivery systems in the Province;
- Knowledge of the community, regional, cross regional, and provincial child & youth mental health services, including how to access/refer clients to available resources;
- Knowledge of relevant legislation including British Columbia's: Mental Health Act, Infants Act, and Freedom of Information & Protection of Privacy Act.