

Position Description

Position Title	Clinical Content Creator and Facilitator (Senior Clinician)
Location	Various
Team	Clinical Services
Competency Level	Expert L3

Our mission	We support the mental health and wellbeing of first responders and their families – the people who protect and care for our communities.
Our values	<ul style="list-style-type: none"> • <u>Collective impact</u> • <u>Courage</u> • <u>Forward leaning</u>

Main purpose of position	To create engaging psychoeducational content, deliver webinars, facilitate group programs, and provide evidence-based psychological interventions for first responders and their families, while adhering to current grant and organisational requirements.
Position reports to	Senior Manager – Clinical services
Direct reports to this position	N/A

Key responsibilities:

- **Content Development:** Create content for psychoeducational resources tailored to first responders and their families, focusing on mental health and wellbeing. Collaborate with the Regional Directors, marketing and clinical teams to ensure content is accurate, engaging, psychologically safe, and aligned with Fortem's goals and values.
- **Webinar Delivery:** Develop and deliver psychoeducational webinars on mental health topics, addressing both individual and organisational needs. Tailor presentations to diverse audiences within the first responder community. Delivery may be virtual or face-to-face. Travel may be required.
- **Group Therapy Facilitation:** Lead and facilitate skills groups or group therapy sessions for first responders and their families, using evidence-based therapeutic approaches. Delivery may be virtual or face-to-face. Travel may be required.
- **Clinical Practice:** Provide individualised, evidence-based psychological interventions, including risk assessment, care planning, and ongoing therapy, to referred clients within the first responder community. Deliver services through a mixed funding model, such as grant funding, fee-for-service, Medicare-subsidised services, and other mental health pathways.
- **Documentation & Governance:** Ensure timely completion of all documentation, billing, and administrative processes, adhering to organisational policies and procedures. Maintain confidentiality and ensure service delivery aligns with professional and organisational codes of conduct and ethics. Understand the current organisational, program and grant guidelines as applicable to your role.
- **Professional Development:** Stay informed about issues relevant to first responders and mental health treatment. Participate in ongoing professional development to enhance skills and knowledge.
- **Collaboration & Relationship Management:** Work with external stakeholders and agencies to build partnerships that promote mental health and wellbeing for first responders. Share resources and knowledge within the team to enhance service delivery.
- Take reasonable care to ensure own safety and health at work and avoid adversely affecting the safety and health of any other person. Report any unsafe conditions or incidents that occur and comply with all work health and safety policies and procedures.
- Contribute to continuous improvement processes, including recommending changes, communicating issues, and participating in various tasks such as administration, research, projects, and fundraising events. Ensure adherence to governance, policies, and procedures while respecting diversity in the workforce.
- Assist in any other areas as directed by the line manager or delegate. This includes but is not limited to the areas of administration, research and projects.
- Complete/update entry of new contacts / notes into Salesforce /Qualtrics/Novopscyh and other clinical software systems
- Any other duties associated with the position and where relevant

Key competencies:

- Ability to deliver engaging psychoeducational content to individuals and groups
- Competence in facilitating group therapy sessions

- Capacity to provide evidence-based psychological interventions, manage clinical risk, and maintain appropriate documentation
- Strong communication and interpersonal skills, with an emphasis on understanding the needs of first responders
- Ability to work independently while collaborating effectively within a team

Knowledge and Skills

- Experience in developing psychoeducational resources or content, virtually and face-to-face
- Capacity to deliver group programs, webinars and workshops to diverse audiences, virtually and face-to-face
- Capacity to deliver a range of evidence-based interventions for a range of presenting concerns common to our eligible participants
- Proven ability to assess and manage clinical risk including issues pertinent to telehealth provision
- Ability to work independently and as part of a team.
- Excellent interpersonal skills and the ability to communicate with individuals and groups from a variety of backgrounds.
- Holistic knowledge of the national security and first responder sector and other related stakeholders.
- Working knowledge of Trauma Informed Care principles.
- Excellent attention to detail and administration skills.
- Intermediate or above proficiency with Microsoft Office and other relevant software.

Experience

- Essential: Experience in creating psychoeducational content and delivering group programs, webinars or workshops.
- Desirable: experience delivering clinical services to current or former members of Australia's national security agencies or first responders including the treatment of PTSD and complex trauma.
- Desirable: Experience in facilitating training programs, such as Mental Health First Aid (MHFA).

Qualifications and Training

- Australian Health Practitioner Regulation Agency (AHPRA) registration as a psychologist or "Accredited Social Worker, registered with the Australian Association of Social Workers (AASW) "
- Current working with children check and/or working with vulnerable people check, as required by the relevant Australian state or territory.
- Medicare approved clinician (or ability to obtain)
- Desirable: clinical or organisational endorsement