

POSITION DESCRIPTION

Position Title	Regional Manager Mental Health - South	Position Number	189
Service Area	Arnott and Bentley Community Recovery Villages, Cannington, and Medina Accommodation Units		
Remuneration	Negotiated (Common Law)	Position FTE	1
Reporting to	Mental Health Services Manager		
Supervision of	Recovery Facilitators, Senior Recovery Workers		
			Created: July 2023

Our Vision, Mission and Values

Our Vision

A community where everyone has a safe and secure place to call home.

Our Mission

To provide opportunities, pathways and care to vulnerable people who find themselves without a home.

Our Values

St Bart's aims to foster a culture that embraces our values, and which reflects what we believe will deliver the best outcomes for our clients and services delivered.

The St Bart's Values form the basis of all employee behaviour. All employees of St Bart's are expected to demonstrate the Values when carrying out the duties of this position.

Empowerment

We create a community where everyone believes they have the ability to make a difference.

Innovation

We foster an environment where creativity thrives.

Commitment

We have the courage and determination to make it happen.

Collaboration

We work together to achieve shared goals.

Social Justice

We believe everyone has a right to equitable treatment, dignity and compassion.

Position Overview

The Regional Manager is responsible for implementing and maintaining services across multiple locations within the south region. They will foster a culture of recovery focused service delivery that puts the consumer at the centre of the process and is inclusive of all relevant parties including family,

**We're by
your side.**



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carers and persons nominated as support by the consumer.

Key Responsibilities

- Provide leadership, operational and financial management support to services within the region to ensure they meet Mental Health standards the requirements of our contract and service level agreements.
- Oversee the delivery of efficient and effective services to clients through developing and implementing quality service delivery.
- Build and maintain strong partnerships with key community and government stakeholders within the region.
- Manage and provide support for all areas of human resources, this may include but is not limited to recruitment, supervision, professional development and growth and performance management.
- Ensure incident and feedback processes are managed in accordance with our policies and processes.
- Ensure the safety and maintenance of all properties and equipment within the region are utilised by the organisation for providing services, taking both preventative and reactive corrective action to ensure the quality of services.
- Overseeing the development of new initiatives and projects within the region.
- Ensuring that all government legislation and the organisation's policies and procedures are implemented effectively.
- Oversee risk and safety assessments associated with providing services within the region.
- Provide out of hours support as part of the on-call roster required.

Additional Objectives for all St Bart's employees

- Ensure personal health and safety at work and that of others complying with all Work Health and Safety requirements and as directed by St Bart's.
- Participate in the St Bart's Immunisation Program in line with specific position requirements, including any applicable pre-employment and/or ongoing immunisation as determined by St Bart's.
- Understand, comply with, and adhere to the St Bart's Code of Conduct, all other policies, procedures, and work practices, and complete all necessary OneVault (learning management system) requirements within set timeframes.
- Participate in, and contribute to, all St Bart's Quality Improvement and Risk Management programs, to encourage and promote organisational performance and deliver better consumer outcomes.
- Participate in and provide support in all accreditation, compliance and national standards activities as required.

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- Participate in essential and/or mandatory training annually as required and directed.
- Have collaborative working relationships with the team and internal customers, and actively contribute to all team meetings and effectiveness of the team function.
- Perform other duties as directed.

Selection Criteria	
Qualifications	
Bachelor's degree qualification in Social Sciences, or similar discipline	Essential
Experience	
Significant demonstrated work experience relevant to the position, including service management and leadership	Essential
Demonstrated experience of working with people mental health, alcohol and other drugs or other personal/social challenges	Essential
Demonstrated experience of collaborative inter-agency working	Essential
Experience of working within a supported accommodation setting	Desirable
Knowledge, Skills and Abilities	
Knowledge of recovery principles and trauma informed practice	Essential
Strong communication skills with the ability to deal with challenging behaviour using conflict resolution	Essential
Ability to provide management and leadership to staff	Essential
Intermediate skills and knowledge of IT systems and Microsoft Office	Essential
Analytical interpretation and advanced problem-solving abilities.	Essential
Strong administration, organisation, and planning skills	Essential
Other	
A current satisfactory National Police Clearance obtained within the last three months	Essential
Current First Aid Certificate	Essential
A current WA "C" Class Drivers Licence	Essential

Declaration

I accept the responsibilities as outlined in this position description and understand that these may be updated from time to time in accordance with operational and organisational requirements. I commit to role modelling St Bart's values and commit to the Code of Conduct while undertaking my duties.

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Employee
Name

Signature

Date
