

**WINNIPEG REGIONAL HEALTH AUTHORITY
POSITION DESCRIPTION (Non-Management)**

DATE: April 19, 2017

POSITION TITLE: Team Leader – Mental Health EPPIS **JOB CODE:** 30002229
(previously **Health Social Development Specialist**)

UNION: MGEU 220

DEPARTMENT: Mental Health

SUPERVISOR'S TITLE: Manager of Specialized Mental Health Services

SUPERVISORY RESPONSIBILITIES: The team leader provides clinical supervision and direction to the members of the EPPIS team emphasizing a peer clinical supervision and using individual supervision as needed. May have students from various disciplines.

EDUCATION:

- BSW, BScMH, BScPN, BN, OT, RPN, RN, or related health/human service degree.

EXPERIENCE:

- Five (5) years directly related experience with working with individuals with psychosis and principles of psychosocial rehabilitation.
- Expertise in the area of community mental health.
- Expertise and experience in clinical practice consultation, performance management of multidisciplinary staff, and team building.
- Excellent organizational, communication and interpersonal skills.
- Effective networking and agency relations skills.
- Comprehensive knowledge and understanding of EPPIS, psychosocial rehabilitation, recovery, and empowerment.
- Minimum of 3 years experience in supervising and managing in a unionized and interdisciplinary team environment
- Clinical knowledge in the area of Co-Occurring Mental Health and Substance Use Disorders and the related implications for clinical practice
- Clinical knowledge of family work

OTHER:

- Demonstrated leadership, coaching and mentoring abilities
- Expertise in the area of community mental health

- Expertise and experience in clinical practice consultation, performance management of multidisciplinary staff and team building
- Excellent organizational, communication and interpersonal skills
- Effective networking and agency relations skills
- Comprehensive knowledge and understanding of EPPIS, psychosocial rehabilitation, recovery and empowerment
- Comprehensive knowledge and understanding of Evidence Based Practices, including current knowledge of best practices in the area of EPPIS

LICENSES, REGISTRATIONS:

- Responsible for maintaining and providing proof of active registration with the appropriate registering body.
- Valid driver's license and vehicle required

Overview of Community Mental Health Program:

“Our Vision is Healthy People, Vibrant Communities, Equitable Care for All”. To bring this vision to reality the WRHA Adult Mental Health Program provides an integrated and comprehensive range of mental health services and supports primarily for adult residents of Winnipeg across the healthcare continuum that support and promote recovery. The Program endeavours to ensure access to the right combination of services, treatments and supports across the lifespan, providing seamless transitions from intensive to less intensive services. Through collaboration and partnership across various health, social service and community sectors the program strives to promote mental health and well-being for all, to reduce inequities and the impact of mental health problems and to work towards sustainability of mentally healthy individuals and communities.

MAIN FUNCTION:

Under the general supervision of the Manager Specialized Mental Health Services the team leader is responsible for overseeing the day to day operations of the EPPIS Team. A self - contained clinical team which:

- assumes responsibility for directly providing needed treatment, rehabilitation and support services to individuals with first break psychosis.;
- supervises and evaluates the multidisciplinary team in conjunction with appropriate psychiatric support.;
- incorporates the principles of recovery and empowerment to ensure helpful and respectful services to individuals and their families in the program.;
- functions as a practicing clinician on the team.;
- Is responsible for screening all referrals to the team and setting up initial assessments. Candidates initial assessment is with one of the team psychiatrists.

POSITION DUTIES AND RESPONSIBILITIES:

SUPERVISION:

- Provides clinical supervision and direction to the EPPIS team on a regular basis through the regular scheduled meetings, case reviews and individual supervision meetings.

- Provides staff with regular clinical supervision meetings to review and discuss areas for growth.
- Participates (i.e. provides feedback) in the performance evaluation processes.
- Collaborates with the EPPIS psychiatrists in regards to performance issues of staff.
- Provides mentorship to new staff and students.
- Implements staff development activities with help from the team including orientation of new staff, in-service training, individual supervision and staff performance conversation.
- Maintains staff recruitment and retention.
- Conducts program audits as required.

CLINICAL:

- As a team member spend at least 50% of time providing direct clinical services.
- Direct day to day clinical operations of the EPPIS team:
 - scheduling staff work hours to ensure coverage
 - lead regular scheduled meetings and case reviews
 - continuously evaluate the status of individuals within the program and do appropriate planning and coordination of treatment activities to ensure immediate response to the changing needs of the individual.
- Direct and coordinate individual admission process and treatment, rehabilitation and support services:
 - Conduct an initial meeting with individual and psychiatrist to determine if they are appropriate for EPPIS services;
 - Assign the most appropriate staff to the individual treatment team.
 - Provide supervision of the development of the comprehensive assessment and recovery plan of each participant.
- Develop and maintain relationships with other community agencies and hospitals both formal and informal.
- Participant in monthly team leader meetings.
- Oversees the development and implementation of various groups at EPPIS.

ADMINISTRATIVE:

- Responsible for the maintenance of program policies and procedures.
- Responsible for systemic problem solving and advocacy.
- Participate in strategic and program processes as required.
- Responsible for ensuring that all Regional and Community Mental Health Guidelines are implemented by the team.

PROGRAM DEVELOPMENT AND PRACTICE STANDARDS

- Strives to improve service provision through continuous program evaluation and regular team meetings.
- Ensures interventions are based on best practice guidelines.
- Ensures that recovery orientated practice principles are applies to all levels of service provision.
- Attends various committees as requested.

RESEARCH:

- Responsible for the collection and monitoring of outcomes, utilization and other quality assurance data pertinent to the program. Ensure that the team uses the data to improve services.

OTHER:

- Adheres to all safety and health regulations and safe work practices
- May be required to perform other duties and functions related to this job description not exceeding above stated skills and capabilities.