



Our Vision: People who experience mental illness and addictions living well.

Our Mission: To contribute positively to the recovery of people who experience mental illness and addictions through the provision of quality community services, social housing and by supporting mental health sector development.

Job Description

Title: Comcare Clinical Lead
Location: 334 Lincoln Rd, Addington
Reports to: Director of Services

Main Purpose of Position:

Provide clinical expertise and leadership within Comcare to promote safe, effective practice and service delivery. Maintain a high profile, engaging in the day-to-day clinical activity and be available to coach, guide and support staff in relation to practice. Proactive in providing assistance and collegial support to teams and individuals. Lead delivery of the Community Support Work Assess Pathway.


Functional Relationships:



Internal	External
Service Managers	Specialist Mental Health Services clinicians
Team Leaders	NGO Clinical representatives
Executive Leadership Team	Community Support Work Assess Pathway members
Audit Coordinator	

Authorities: As per Delegations policy



Functions	Key Responsibilities
Community Support Worker Access Pathway (CAP)	<ul style="list-style-type: none"> • Provide clinical oversight of all referrals for Community Support Services for the Canterbury region. • Be a point of contact for Primary Care, NGO and Specialist Mental Health Services, assisting with problem solving and navigating mental health services. • Coordinate the CAP team – (NGO providers), ensuring referrals are allocated fairly and appropriately. • Chair the weekly CAP meeting. • Monitor flow/capacity within the sector – reporting to funders weekly.
Clinical Practice Advice	<ul style="list-style-type: none"> • Accepts responsibility for ensuring that their clinical practice and conduct meet the standards of the professional, ethical and relevant legislated requirements. • Provide clinical advice to teams and individuals within the organisation to support the delivery of evidence-based practice. • Monitor practice to ensure clinical best practice is evident. • Be point of contact for clinical liaison for staff and to external clinicians. • Lead clinical practice within Comcare liaising with and leading Comcare’s clinicians at service level and establishing and delivering the organisations clinical frameworks. • Proactively share your specialist knowledge to improve the knowledge of others. • Alongside line management, assist staff to understand their role boundaries and scope of practice.
Clinical Risk	<ul style="list-style-type: none"> • Provide clinical expertise in assessing, mitigating and monitoring client risk. • Lead Comcare’s internal client risk assessment group.
Engagement with external clinicians	<ul style="list-style-type: none"> • Liaise with external clinicians as required in representing Comcare from a clinical perspective. • Establish relationships with external clinicians and networks such as Specialist Mental Health Services and NGO clinical leads.
Practice Advisory Group (PAG)	<ul style="list-style-type: none"> • Provide Clinical leadership to Comcare’s Practice Advisory Group. • Monitor and review Service Delivery Frameworks to ensure they reflect clinical best practice.
Work with Audit Framework to monitor clinical practice	<ul style="list-style-type: none"> • Provide clinical input into Comcare’s internal audit programme as required.

Infection Control	<ul style="list-style-type: none"> • Be responsible for overseeing and coordinating implementation of the Infection Prevention and Control Programme.
Medication Management	<ul style="list-style-type: none"> • Provide guidance to staff in line with Comcare’s Medication Support Policy. • Oversee and manage the assessment and training process to support competent medication management.
Honouring te Tiriti o Waitangi	<ul style="list-style-type: none"> • Develop approaches for partnering with mana whenua, Māori with lived experience of mental health and addiction services and their whanau. • Work in partnership with clients and whānau to provide culturally responsive and appropriate support to improve outcomes and reduce inequities.
Development	<ul style="list-style-type: none"> • Actively participate in professional development to meet identified learning needs that promote and support excellent performance in the position. • Over time employees will, through the natural process of gaining confidence in their ability and understanding of the systems, operate more quickly and efficiently in the job they hold. This will free up time that could be used to develop and enhance their skills, knowledge and abilities. As a consequence of this, and because Comcare is interested in developing each employee to their full potential, each employee will from time to time be asked to take on extra duties that are designed to upgrade their skills, knowledge and abilities.
Health and Safety	<ul style="list-style-type: none"> • Proactively support and follow our Health and Safety programmes, Policies and Procedures. • Ensure services are delivered in line with Comcare’s Health and Safety Policies and Procedures. • Ensure the Wellbeing of Comcare’s clients, tenants and staff are at the forefront of any decision taken. • Assess and mitigate and manage risk, including no cultural harm. • Ensure accidents and incidents in the workplace are reported in a timely manner and any required appropriate actions/controls are identified and implemented to prevent recurrence.
Anei ā mātou whanonga pono / Our Values	 <p>We Statement ‘We offer a safe space to enable tāngata whaiora to find their own empowerment and support them to be leaders of their own journey.’</p>

	 <p>We Statement "We take a person-centred approach and nurture a sense of belonging through shared experiences and strengthening ties between whānau and communities."</p>
	 <p>We Statement "We ensure that our mahi reflects a mana enhancing approach to strengthen hope for tāngata whaiora, with aroha, respect, integrity and trust."</p>
	 <p>We Statement "We support the mana of each other through respect, collaboration and communication."</p>
	 <p>We Statement "We protect and preserve taonga for whānau and generations to follow."</p>

This Job Description is intended to describe the duties/responsibilities that the staff member will be expected to undertake in this position. It should not be considered as a complete and exhaustive list of all responsibilities, duties, or skills required of the position holder. From time to time, the position holder may be required to perform duties outside of their normal responsibilities as needed. This job description will be reviewed regularly in order for it to continue to reflect the changing needs of Comcare.

Person Specification
<p>Qualifications/Background:</p> <ul style="list-style-type: none"> • Be registered with the Nursing Council of New Zealand as a Registered Nurse • Holds a current Nursing Council of New Zealand annual practising certificate • At least 5 years' experience in a Mental Health and Addictions setting



Experience / Knowledge / Skills:

- Leading and advising practice
- Proven experience developing and monitoring, best practice clinical service
- In depth knowledge of mental health and addictions
- Experience advising practice and providing guidance and support to clinicians
- Ability to build excellent working relationships with a wide range of internal and external stakeholders.
- Problem Solving – demonstrate strong critical thinking and problem-solving skills to address clinical challenges.
- Demonstrated people leadership capability
- Strong problem-solving ability (problem solving / solutions focussed)
- Sound judgement and decision making
- Able to demonstrate in knowledge and practice the principles of the Te Tiriti O Waitangi
- Well-developed communication and Interpersonal skills

Date: Oct 2024

Signed by:

Date:

Employee:		
Employer:		