

## JOB DESCRIPTION

<b>Job Title</b>	<b>Beachwood Program Therapist</b>
<b>Reports to</b>	<b>Day Program Manager</b>
<b>Hours of Work</b>	Full Time hours to be determined according to the program – and as per the Enterprise Agreement
<p><b>Key objectives of role:</b></p> <ul style="list-style-type: none"> <li>- Provide comprehensive and professional case management to a delegated case-load of day-program clients who are residing at Beachwood Recovery House</li> <li>- Facilitate daily psycho-educational groups ensuring the needs of the group members are met in a way that is consistent with SPP philosophy and framework</li> <li>- Promote the Model of Developmental Immaturity as well as the 12-Step Program</li> <li>- Support a positive treatment experience for all clients by role modelling functional adult behaviour</li> </ul>	
<p><b>Key Responsibilities and Tasks:</b></p> <ul style="list-style-type: none"> <li>- Facilitate lectures and workshops as per program schedule</li> <li>- Facilitate group for allocated time utilising the relevant Manual</li> <li>- Update client notes at end of each session summarising client progress</li> <li>- Liaise with the multi-disciplinary staff team to ensure the needs of the clients are met within an appropriate time-frame</li> <li>- Conduct 1:1 weekly catch-ups with clients to review their goals and progress as well as debrief their MDS recommendations as per policy</li> <li>- Meet with clients on an individual basis (in addition to the above) in order to provide support, address behavioural issues etc.</li> <li>- Liaise with Day Program Manager / Program Director/Beachwood Manager regarding the management of any high-focus clients</li> <li>- Attend case reviews with the Day Program Manager or Psychiatrist</li> <li>- Attend staff meetings</li> </ul>	
<p><b>Standard organisational wide responsibilities:</b></p> <ul style="list-style-type: none"> <li>- To participate in the SPP Quality Improvement Program, the SPP Workplace, Health and Safety Program, and the Risk Management Program as per policy and NSQHS requirements</li> <li>- To meet all staff learning and development requirements as specified by SPP Policy and NSQHS requirements</li> <li>- To conduct all practices with economic efficiency</li> <li>- To integrate the values, mission and culture of SPP into all aspects of professional practice</li> </ul>	
<p><b>Qualifications/experience/personal attributes:</b></p> <ul style="list-style-type: none"> <li>- Minimum of Bachelor's Degree in Psychology or Graduate Diploma in Counselling / Psychotherapy</li> <li>- Minimum of 2 years relevant work experience</li> <li>- Experience / knowledge of 12-Step Program</li> </ul>	



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### **Standard requirements:**

- Professional integrity, adherence to a professional code of ethics and confidentiality requirements as per SPP policy and NSQHS requirements
- Strong interpersonal communication skills and professional boundaries
- Ability to work in a multidisciplinary team environment effectively, respecting difference and diversity

### **Key Competencies / Skills:**

- Excellent group therapy/psycho-education skills
- Strong administration / organisation skills
- Ability to be open-minded, flexible and non-judgemental

### **Key performance indicators for this role:**

- Support client retention by adhering to relevant policy and procedures
- Participate in QI activities as required
- Attend of a minimum of 6x 12-Step Fellowship Meetings per year
- Maintain professional body registration

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Employee's Name

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Employee's Signature

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Date

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Manager's Name

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Manager's Signature

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Date