

MENTAL HEALTH AND WELLBEING LEADER POSITION DESCRIPTION 2023

Position title	Mental Health and Wellbeing Leader
Position number	1350719
Region	SEVR
Area	Far East Gippsland
School	Mallacoota P-12 College
Classification/Grade	Classroom Teacher level 2
Employment status	Fixed Term
FTE	0.4 (2 days per week)
Employment requirements	This position requires attendance on days to be negotiated
Position reports to	Susi Allen, Principal
Position contact	Susi Allen, Principal
School website	www.mallp12.vic.edu.au

SCHOOL LOCATION PROFILE

If you are a committed teacher wanting to make a positive impact on your students learning and welfare and enjoy living in a remote but vibrant community, this could be the role for you. Mallacoota P-12 College serves a small community in the Far East of Victoria, surrounded by National Park and the coastline and enjoying mild weather for a large portion of the year. Mallacoota is one of Victoria's premier holiday destinations for coastal activities in a pristine environment.

At Mallacoota P-12 College we provide a supportive learning community where students from prep to year twelve can achieve to their full potential in a unique social and natural environment. We strive for our students to become kind, curious, lifelong learners contributing to and supporting their community. Small class sizes mean that we can offer specialised and targeted learning for all of our students. The College is focused on further developing best teaching practice and student pathways, preparing our students to become active, responsible and global learners. Implementation of our Teaching Framework, School Wide Positive Behaviours and Respectful Relationships and Values support our effective school culture. Mallacoota P-12 College expects all students to contribute and achieve to the best of their ability. Intervention and student support programs across all year levels, such as Individual Learning Plans, Accelerated Learning Programs and Off Timetable Programs target students who require additional assistance to achieve and excel. Our College incorporates sporting activities for all students and our Student Representative Council and many student lead activities provide a strong focus on Student Welfare, Engagement, Student Voice and Leadership. The College is proud of its students and their results over recent years and considerable resources and planning are allocated to ensure this continues.

ORGANISATIONAL VALUES

Victorian Public Sector Values

DET employees commit to the public sector values as outlined in Section 7 of the Public Administration Act 2004, DET has adopted these values



For more information on the DET's values, visit:

<http://www.education.vic.gov.au/hrweb/workm/Pages/Public-Sector-Values.aspx>

ROLE CONTEXT

The Royal Commission into Victoria's Mental Health System highlighted that primary schools provide opportunities to identify children with mental health and wellbeing challenges, who can then be referred to treatment, care and support.

The [Mental Health in Primary Schools program](#) is being expanded to every government and low-fee non-government primary school in Victoria. Scaling up across the state from 2023, by 2026 every primary school will be able to employ a Mental Health and Wellbeing Leader to implement a whole-school approach to wellbeing.

The Department of Education and Training has been piloting the Mental Health in Primary Schools program in Victorian schools since 2020 in partnership with the Murdoch Children's Research Institute and the Melbourne Graduate School of Education at the University of Melbourne. Evaluation of this pilot program has shown that 95 per cent of Mental Health and Wellbeing Leaders consider the Mental Health in Primary Schools model has improved their school's capacity to support students' mental health and wellbeing needs.

Participating schools receive funding to employ a **Mental Health and Wellbeing Leader**, a qualified teacher, to work across the school to implement a whole-school approach to mental health and wellbeing for students, staff and families based on a broad knowledge of the needs of the school community.

The role of the Mental Health and Wellbeing Leader is to:

- build capability of the whole school with regard to mental health and wellbeing (identification, promotion and prevention),
- provide support to staff to better identify and support students with mental health needs,
- establish clear pathways for referral for students requiring assessment and intervention, and monitor and evaluate student progress.

The role provides a proactive focus for the promotion and prevention of mental health and wellbeing through assessment and implementation of context-relevant programs, approaches and initiatives based on a broad and extensive knowledge of the needs of the school.

The Mental Health and Wellbeing Leader role is not a clinical role and is not designed for direct intervention. The role is seen as a key conduit in creating referral pathways once a teacher or other staff member identifies a concern in the classroom.

Mental Health and Wellbeing Leaders are provided training in mental health literacy, supporting emerging needs, and building school capacity and receive ongoing support and professional development through structured and regular Communities of Practice. Training is developed and

facilitated by the Melbourne Graduate School of Education at University of Melbourne, supported by Murdoch Children’s Research Institute.

RESPONSIBILITIES

Operating in collaboration with their school, leadership and wellbeing team where relevant, the Mental Health and Wellbeing Leader will:

- Promote a whole school approach to mental health and wellbeing to students, staff and families
- Support teachers and school staff to expand their capacity to embed evidence-based mental health strategies, interventions and programs and build mental health literacy to identify and support primary school students with mental health concerns.
- Collaborate with school staff to inform, influence and provide input into teaching and learning relating to mental health and wellbeing. Provide support to schools staff and classroom teachers to build their capabilities to embed mental health into the classroom.
- Work with school leadership and wellbeing teams to embed whole school approaches to mental health into school planning and strategic processes. Coordinate clear referral pathways internally (within school) and externally (to community services) for students identified as requiring further assessment and intervention.
- Proactively work with and support regional staff, school wellbeing and leadership teams, teachers, parents/carers and other external agencies to coordinate targeted mental health support for primary school students.
- Contribute to the school’s existing wellbeing team.

KEY SELECTION CRITERIA

- SC1 ‘Content of teaching and learning’. Demonstrated ability to inform and influence the work of others involved in the engagement, mental health, wellbeing or learning of children and young people.
- SC2 ‘Teaching practice’. Demonstrated ability to input into the development, implementation and evaluation of processes and strategies relating to mental health, wellbeing or learning.
- SC3 ‘Assessment and reporting of student learning’. Demonstrated ability to support a student’s mental health, wellbeing or learning by developing and maintaining connection with external services.
- SC4 ‘Interaction with the school community’. Demonstrated high level interpersonal skills and communication skills. Demonstrated high level of capability to establish and maintain collaborative relationships with students, parents, other employees and the broader school community to focus on student learning, wellbeing and engagement.
- SC5 ‘Professional requirements’. Demonstrated ability to influence and negotiate by gaining buy-in and ownership for ideas, gaining agreement to proposals, or involving experts or other third parties to strengthen a case.

WHO MAY APPLY?

Applicants should be currently registered or eligible for registration with the Victorian Institute of Teaching and qualified to teach.

A qualification in student wellbeing or mental health is desirable but not required.

EEO AND OHS COMMITMENT

The Department values diversity and is committed to workforce diversity and equal opportunity in schools and all education workplaces. The Department recognises that the provision of family friendly, supportive, safe and harassment free workplaces is essential to high performance and promotes flexible work, diversity and safety across all schools and Department workplaces.

DET VALUES

The Department's employees commit to upholding DET's Values: Responsiveness, Integrity, Impartiality, Accountability, Respect, Leadership and Human Rights. DET's Values complement each school's own values and underpin the behaviours the community expects of Victorian public sector employees, including those who work in Victorian Government Schools. Information on the DET values is available at <http://www.education.vic.gov.au/hrweb/workm/Pages/Public-Sector-Values.aspx>

IMPORTANT INFORMATION

- Applicants should keep a copy of the position description as it cannot be accessed once the job has closed.
- Candidates are advised that the key selection criteria must be addressed. Visit <http://www.careers.vic.gov.au/vacancies/tips-for-applying> for guidelines and tips for applying for government positions and addressing key selection criteria.
- All staff employed by the Department and schools have access to a broad range of employment conditions and working arrangements.
- Successful applicants are subject to a satisfactory criminal record check prior to employment. New DET employees are required to meet the cost of the criminal record check.
- If appointed from outside DET, successful applicants will be required to complete a pre-employment health declaration.
- Appointment of successful applicants will be made subject to a satisfactory pre-employment conditions check.
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- A probationary period may apply during the first year of employment and induction and support programs provided. Detailed information on all terms and conditions of employment is available on the Department's Human Resources website at <http://www.education.vic.gov.au/hrweb/Pages.default.aspx>
- To support DET's commitment to its Environmental Management System, DET employees are expected to act in an environmentally responsible manner at all times.

CHILD SAFE STANDARDS

Victorian government schools are child safe environments. Our schools actively promote the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. All schools have a Child Safety Code of Conduct consistent with the Department's exemplar available at

<http://www.education.vic.gov.au/about/programs/health/protect/Pages/childsafestandards.aspx>

VIT LANTITE

To be eligible for employment, transfer or promotion in the principal or teacher class a person must have provisional or full registration from the Victorian Institute of Teaching. In addition, from 3 August 2020, to be eligible for employment in the principal class or teacher class, a person who

graduated from a Victorian Initial Teacher Education program after 1 July 2016, must demonstrate that they have passed the literacy and numeracy test for initial teacher education (LANTITE) requirements. This condition is satisfied where the LANTITE requirement is part of the Victorian Initial Teacher Education program completed by the person.

To make application for this position please visit the following site and search for Job No 1350719.

https://edupay.eduweb.vic.gov.au/psc/EDUPPRD1_EA/APPLICANT/HRMS/c/HRS_HRAM_FL.HRS.CG.SEARCH_FL.GBL?FOCUS=Applicant&SiteId=1&PortalActualURL=https%3a%2f%2fedupay.eduweb.vic.gov.au%2fpsc%2fEDUPPRD1_EA%2fAPPLICANT%2fHRMS%2fc%2fHRS_HRAM_FL.HRS.CG.SEARCH_FL.GBL%3fFOCUS%3dApplicant%26SiteId%3d1&PortalRegistryName=APPLICANT&PortalServletURI=https%3a%2f%2fedupay.eduweb.vic.gov.au%2fpsc%2fEDUPPRD1_EA%2f&PortalURI=https%3a%2f%2fedupay.eduweb.vic.gov.au%2fpsc%2fEDUPPRD1_EA%2f&PortalHostNode=HRMS&NoCrumbs=yes