



Job Description Clinician

Why we do matters – ambition:

“A world in which each person experiences respectful relationships, a strong sense of connection to family, friends and community, and is safe from sexual harm”.

What we do matters – our purpose:

“WellStop’s mission is to prevent the next incident of sexual abuse”.

How we do things around here – our values and actions:

Relationships – “that everything we do is based on the quality of relationships with others – clients, family, whanau, community, partners and funders”.

Whanaungatanga – “Ka tau te whanaungatanga ki waenganui i nga kaimahi”.

Trustworthy – “acting with integrity, respect & honesty. That we will be worthy of the trust that is placed in us by those who seek our support”.

Pono – He tangata pono.

Compassionate – “that we will take time to think about others, and what they are experiencing, and respond with warmth”.

Ngakaunui – “Kia ngakaunui ki e tangata”.

Courageous – “making a difference by taking difficult steps together. Having courageous conversations and together changing abusive practice”.

Manawanui – “Ka manawanui mai te tangata ki tona kaupapa”.

Excellence – “that we act from our knowledge of best practice and with the best outcome for all in mind. We are accountable for our actions and practice”.

Hiringa – “Kia hiringa i te mahi”.

Agency Overview

WellStop is a creative and well-established agency concerned with the prevention of further sexual abuse in our communities, mainly through provision of assessment and treatment services to children, young people and adults who present with concerning or harmful sexual behaviour. We also provide ACC sensitive claims services to our clients and wider community.

Client Groups

There are a variety of clients Wellstop staff work with including; children, youth and adults with harmful sexual behaviour. Children, youth and adults are referred through the sensitive claims process of ACC. Non-mandated adults and youth clients are referred from Corrections and the Ministry of Health.

Purpose of the Clinician

The purpose of this role is to provide clinical services and to conduct or contribute to assessments of clients and families as delegated by the appropriate Assistant Manager/Regional Manager. To support and assist the Assistant Manager/Regional Manager to meet the WellStop strategic objectives and develop WellStop.

Working Effectively with Maori

We accept our privileged role and responsibility of holding and protecting the Treaty of Waitangi \ Te Tiriti o Waitangi.

Relationships

Internal	External
Psychologist	Families/ Partners of clients
Clinician	Oranga Tamariki
Social Workers	Department of corrections
Team Leader	Partners of court
Assistant Manager	STOP & SAFE network
Regional Manager	Iwi - local
SMT	Schools
Administrators	MSD and MOH
	Educational Services
	District Health Board
	Men's Violence Groups
	Police
	Mentoring services
	Faith based Social Services Organisation

Person Specification

Refer to the person specification document which breaks down all job roles.

Role Accountabilities

What you will do to contribute to - outstanding clinical services:	As a result, we will see:
Referral Processes	
Respond to enquiries and referrals effectively.	<ul style="list-style-type: none"> • Respond to enquiries and referrals according to Wellstop processes and protocols. • Seek additional information from relevant parties as required. • Ensure enquiries and referrals are discussed and/or approved by Assistant Manager or Regional Manager . • Consider recommendations to other agencies where relevant.
Treatment Planning & Delivery	
Plan and deliver therapeutic and educational sessions which follow best practice and meet Wellstop's requirements.	<ul style="list-style-type: none"> • Prepare for your sessions by considering resources and whether other professional input is required to meet your treatment plan. • Deliver outstanding clinical services that meet the needs of clients and fit the agency and client's expectations. • Make a positive contribution to the efficacy of the WellStop's treatment outcome. • Collaborate with team members or other professionals to continue to develop WellStop's expertise & field.
Assessment Process	
Plan and undertake quality assessments that enable an effective treatment plan to be developed.	<ul style="list-style-type: none"> • Ensure safety is prioritised and put in place a safety plan at assessment stage to ensure potential for harmful sexual behaviour is reduced. • Inform client and families of our assessment process and fully explain confidentiality protocols, complaints process and information sharing agreements. • Ensure all relevant consent forms are signed and that assessment interview and case notes and other information is well documented in the clients file. • Undertake assessment process thoroughly to ensure information is gathered from all necessary sources. • Ensure correct use and careful analysis of psychometric tests. • Ensure all psychometric results are checked by qualified assessor. • Ensure appropriate level psychometric instruments are used and seek support when required.
Report Writing & Data base Management	
Complete the report writing and data base management, as per agency requirements.	<ul style="list-style-type: none"> ▪ Where possible, have your reports reviewed by an agency Psychologist.

	<ul style="list-style-type: none"> ▪ Comprehensive assessment reports which have clear recommendations to reflect the required contractual standards within required timeframes. ▪ All assessment, progress and end of treatment reports and any letters are always written to a high standard and within required timeframes ▪ Ensure all relevant consent forms are signed and that referral, interview, & case notes and other information is well-documented in the client's file. ▪ Notes are loaded in the database along with relevant communications with stakeholders.
Treatment	
Provide individual and group therapy for clients and those in their system, as required by the Assistant Manager or Regional Manager	<ul style="list-style-type: none"> ▪ Make a positive contribution to the efficacy of WellStop's outcomes. ▪ Seek consultation & explore other professionals' point of view to confirm relevant therapy modalities. ▪ Use a trauma informed practice framework, to clients who have been sexually, emotionally & physically harmed. ▪ Work effectively with partners/families in a way that is appropriate and involves the wider community and other professionals to address concerns, mental health issues and or to reduce the risk of further harmful sexual behaviour. ▪ Manage issues of risk and promote strengths within the clients, systems and communities. ▪ Communicate effectively with referrers and third parties.
Treatment Review	
Evaluate efficacy of treatment from client.	<ul style="list-style-type: none"> ▪ Review treatment plan from the assessment recommendations in collaboration with other clinical staff and other professionals who are involved. ▪ Follow appropriate Case Management procedures, to monitor individual client progress. ▪ Meet with the client every three months, to review the care plan which reviews progress and sets short-term treatment goals. ▪ Regularly discuss cases in supervision to explore insights and note learnings for personal development.
Community Development	
Carry out talks to the community or industry partners – to build knowledge of what the agency does and to provide awareness in best practice across the industry.	<ul style="list-style-type: none"> ▪ Promote awareness of WellStop programmes and services with other professionals. ▪ Assist the Assistant Manager/Regional Manager to carry out the Agency's promotion and publicity strategy as required. ▪ Participate in the provision of training to professionals & other agencies in the community as required by the Assistant Manager or Regional Manager . ▪ Develop and maintain relationships with other relevant community agencies including, those for Maori and Pasifika. ▪ Networking and advocacy in the community.

Professional Development	
Continually maintain, develop and update skills, knowledge and experience by attending appropriate courses in consultation with Assistant Manager or Regional Manager.	<ul style="list-style-type: none"> ▪ Maintain a training plan and records that meet your registration or professional association requirements and training requirements in individual performance plan. ▪ Create goals with input from the Assistant Manager or Regional Manager or Supervisor and track progress of individual performance goals ▪ Provide training to others in WellStop and in the community in areas of competence or specialty, in consultation with Assistant Manager or Regional Manager . ▪ Maintain registration with the appropriate registration board and membership to the appropriate professional association. ▪ Adhere to the Ethical Guidelines of your registration board and professional organization. ▪ Use supervision in line with the supervision agreements to improve practice and knowledge. ▪ Attend regular Supervision sessions.
Our Safety & Wellness	
Maintain a safe working environment while working at WellStop.	<ul style="list-style-type: none"> • Taking responsibility to keep yourself safe. • Reporting any hazards, and accidents or near misses that occur. • Adhering to health, safety and wellness policies, practices and processes. • Participating in health, safety and wellness strategies as required. • Working in a safe environment, free from workplace bullying.
Extra Duties	
Perform other duties as may be reasonably required from time to time by the Assistant Manager or Regional Manager .	<ul style="list-style-type: none"> • Assist the Assistant Manager and Regional Manager to implement WellStop's aims, philosophy, standards and methods. • Assist the Assistant Manager and Regional Manager when required to take on specific additional responsibilities as agreed; for example, at times you may be expected to support other team members or provide support to other branches.

Key Competencies

<p>Cognitive Power</p>	<ul style="list-style-type: none"> • Well-developed analytical thinking • Identifies key issues or required actions and develops workable solutions to complex problems • Critically evaluates options and makes effective decision despite constraints such as time pressure or incomplete information • Is trusted by others as a provider of accurate judgement and advice • Probes all fruitful sources for information to deliver the best possible outcome.
<p>Effective Communication</p>	<ul style="list-style-type: none"> • Shares information with Colleagues • Listens to clients and knows how to ask the right question to gather information and understand what the clients is seeking • Strong written and oral communication skills, including ability to communicate information in terms of that the audience can understand • Responds to queries in a way that demonstrates understand of the other persons point of view • Uses Maori language and templates where possible.
<p>Planning and Organising Skills</p>	<ul style="list-style-type: none"> • Well-developed planning and organising skills, including ability to maintain performance when under pressure and appropriate prioritising of work. • Anticipates potential problems when planning work and has alternative strategies available.
<p>Emotional Intelligence</p>	<ul style="list-style-type: none"> • Strong empathy towards others. The ability to understand other thoughts and feelings. • Strong self-awareness. Recognizes personal emotions and their effects on others. • Applies self-regulation when under pressure or when the situation might be challenging.
<p>Values the work of the role</p>	<ul style="list-style-type: none"> • Works within the criteria of our purpose, values and mandate • Recognises the need for collaboration across the agency to meet our goals

	<ul style="list-style-type: none"> • Values working within a NGO • Values working in the relevant team.
Collaborative Relationships	<ul style="list-style-type: none"> • Supports others, building partnerships and working collaboratively with others to meet shared objectives • Gaining support and trust of others.
Client & Stakeholder Focus	<ul style="list-style-type: none"> • Build strong client relationships and delivering client centred solutions • Gaining insights into client needs • Building solutions that meet client expectations.
Tikanga Maori	<ul style="list-style-type: none"> • Demonstrates an understanding of core Māori values such as; manaakitanga, mana whenua, rangatiratanga. • Has knowledge of the treaty of Waitangi and its implications for NZ society. • Incorporates Māori culture {including tikanga-a-iwi}. • Understanding of Māori knowledge and traditions/values to be able to respond appropriately to Māori, whanau, hapu and iwi.

This role is accountable to the Regional Manager in the first instance for the responsibilities and authorities set out in this job description and for acting within WellStop values.

Agreed by Employee _____ Date ____/____/____

Signed by Management WellStop

Name _____ Position _____

Date ____/____/____