



DBT Clinical Lead

JOB DESCRIPTION

Responsible to:

General Manager

Broad Objective:

Responsible for the clinical delivery and standards in the residential Dialectical Behaviour Therapy (DBT) programme. Provide high quality clinical advice, guidance for evidence-based treatment of clients. Ensuring the quality of clinical services offered by the programme.

Key Accountabilities	Objectives	Task	Outcome
Organisation	To be committed to Te Tiriti O Waitangi	<ul style="list-style-type: none">• Uphold the organisations Vision and Philosophy towards Te Tiriti o Waitangi.• Liaise with Iwi as appropriate	<ul style="list-style-type: none">• Appropriate service delivery to Tangata Whaiora• Improved bi-cultural practice.
	Networking and communicating with the TWM Trust Board, other health professionals and community agencies as appropriate.	<ul style="list-style-type: none">• Maintain professional working relationship with DBT Service Manager.• Liaise with other DBT professionals about care of residents• Maintain a working relationship with, and provide reports to, the TWM Trust Board.• Participate in clinical governance meetings with the Board and provide clinical input for the organisation.• Attend meetings as required• Networking with external organisations to support funding, training and professional collaboration and marketing the service to have optimal occupancy rates.• Liaise with other external Mental Health Professionals<ul style="list-style-type: none">- DHB referrers- Psychologists- Other Mental Health clinicians	<ul style="list-style-type: none">• Professional working relationship with DBT Service Manager.• That relevant information is appropriately shared to client wellbeing.• Collaborative working relationships with other agencies are developed within the community.• Networking is maintained to ensure the programme is running at optimal level.• Good working relationship with the TWM Trust Board.

Te Whare Mahana Trust	DBT Residential Programme	Title	DBT Clinical Lead	D-JDCD
Date	18/11/2025	Review Date	As Required	
Prepared by	General Manager	Authorised By	General Manager	
Name & Location	N:\Human Resources\0. Generic Info + Templates\03. Position Descriptions\DBT Residential Programme\D-JDCL DBT Clinical Lead 2025.docx			Page 1 of 5

Key Accountabilities	Objectives	Task	Outcome
Organisation	To adhere to TWM policy and procedures	<ul style="list-style-type: none"> Participate in meetings, training, supervision sessions and performance appraisals. Utilise TWM Administration systems appropriately. Electronic and hard copy information is kept current and accurate. Confidentiality is observed. TWM property and resources are treated with responsibility and care 	<ul style="list-style-type: none"> Professional standards, boundaries, and development are maintained. The employee works within TWM Policies and Procedures Information is accessible, and confidentiality is appropriately maintained. Administrative tasks are completed in a timely fashion and to a professional standard.
Health & Safety	To maintain a healthy and safe work environment.	<ul style="list-style-type: none"> Report any identified hazards. Take responsibility (as far as is reasonably possible) for personal and professional safety while at work. 	<ul style="list-style-type: none"> Hazards are reported and managed The work environment is safe. Personal/professional safety is maintained.
Clinical	To provide effective and quality care coordination for residential clients.	<ul style="list-style-type: none"> Assess applications for the programme and liaise with referral agencies and Medical Advisor. Provide clinical advice during the intake and discharge process for the programme. Manage risk according to TWM policy thorough training, and clear protocols for assessment, consultation, reporting and debriefing. Advise on the development of clinical service delivery policies and procedures. Provide clinical oversight and feedback to staff through regular team consultation meetings. Advise staff in managing critical incidents. Provide one-to-one DBT therapy and facilitating skills groups. Provide Trauma treatment to clients. Facilitate research as available and appropriate. 	<ul style="list-style-type: none"> All clinical risk processes are correct, and all staff members have been trained in correct procedures. All clinical delivery policies and procedures are up to date. Support staff in their clinical roles and in the handling of critical incidents. Direct involvement with the clients of the DBT Programme is maintained. All statistical reporting is accurate and up to date. DBT Adherence Standards are maintained. DBT supervision is mandatory

Key Accountabilities	Objectives	Task	Outcome
Clinical	To provide effective and quality care coordination for residential clients.	<ul style="list-style-type: none"> Advise and contribute to the development of assessment processes, outcome measurement and accurate statistical reporting. Maintaining the DBT Adherence Standards for the programme. 	
	To provide strong and supportive clinical leadership for the staff of the DBT Programme.	<ul style="list-style-type: none"> Ensure all staff members are receiving sufficient clinical training so they can carry out their duties effectively and that their skills and competencies are being developed. Provide clinical team leadership, support, and assure adequate supervision of team members to maintain high quality, evidence-based treatment. Ensure adequate clinical coverage. Oversee clinical orientation of new staff. 	<ul style="list-style-type: none"> All staff members are getting up-to-date training, so skills are maintained, and the best care is given to the DBT clients. Staff members feel supported, and supervision is given. The clients receive high quality treatment. Adequate clinical coverage is maintained. New staff members are given full clinical orientation.
	To ensure clinical programme runs efficiently. Manage clinical staff effectively and positively.	<ul style="list-style-type: none"> Collaborate with members of the DBT team to meet clinical goals and facilitate cooperation between teams. Participate in clinical staff recruitment and evaluation as appropriate. Meet clinical reporting standards as required. Assume other duties as necessary or delegated by the General Manager. Maintain clinical Policies and Procedures for the residential programme. Monitor activities and notes entered in Wild Bamboo. Carry out assessments and monitoring of all record keeping. Lead Clinical Oversight Team Meetings Co-lead consult meetings with DBT Services Manager. Ensure clinical staff are maintaining DBT Adherence. 	<ul style="list-style-type: none"> Cooperation between clinical staff/teams. Staff evaluations are carried out. Clinical Policies and Procedures are current for the residential programme. Therapists and coaches have up-to-date training. Wild Bamboo is assessed and monitored, and all notes and activities have been entered correctly. That DBT Adherence is maintained by clinical staff. The level system is used by staff when teaching/coaching clients. Documentation standards are maintained. Other tasks are carried out when required.

Key Accountabilities	Objectives	Task	Outcome
		<ul style="list-style-type: none"> Provide education to senior clinical team in the DBT Programme. Ensure that clients and staff are coaching/teaching DBT and using the level system toward treatment goals. Assess levels for clients in the programme. 	
Family/Whanau	<p>To work inclusively with family/whanau** (** where client permission has been given)</p>	<ul style="list-style-type: none"> Develop a supportive and professional relationship with the family/whanau of Clients. Be cognisant and understanding of family/whanau concerns and issues. Discern the difference between the needs of family/whanau and those clients. Maintain communication with Family/whanau. Identify opportunities for involving family/whanau. 	<ul style="list-style-type: none"> Family/whanau is included in decision making and involved in supporting their family member in achieving their goals whenever possible. Increased Family/whanau involvement.

Person Specifications

Skills and Abilities	
Communication	<ul style="list-style-type: none"> - Has excellent communication skills; written and verbal. Can communicate with people in a way that gains their trust and engagement. Can communicate professionally within the team, with colleagues in other areas of TWM, community agencies, and other health professionals.
Supervision	<ul style="list-style-type: none"> - Committed to receiving DBT supervision as part of their professional development and best practice. - Adherence to TWM's model of therapy including DBT, DBT-PTSD, EMDR. - Knowledge of sexual abuse and/or PTSD, C-PTSD
Teamwork	<ul style="list-style-type: none"> - Understand the value, importance, and challenges of (multidisciplinary) teamwork.
Networking/Relationships	<ul style="list-style-type: none"> - Able to develop and maintain professional relationships within the community at a level appropriate to the role.
Administration	<ul style="list-style-type: none"> - High level of IT literacy and can complete required administrative tasks in a timely and professional way.
Aptitudes	
Professional	<ul style="list-style-type: none"> - Works in a respectful and professional manner with all clients, members of staff, other professionals, and members of the community.
Strengths/Solution Focus	<ul style="list-style-type: none"> - Ability to problem solve using strengths-based solutions to promote an excellent level of service.
Flexibility	<ul style="list-style-type: none"> - Able to work on own initiative, flexible approach to changing priorities, environment and work demands.
Motivated/Passionate	<ul style="list-style-type: none"> - Self-motivated and enthusiastic with a passion for mental health work.
Knowledge and Experience	
Relevant Training and/or experience	<ul style="list-style-type: none"> - Qualified as a Clinical Psychologist or similar discipline like psychologist. - Hold a Registration and APC with psychology professional body in New Zealand. - Experience in EMDR essential. - Experience in additional forms of trauma treatment an advantage. - Experience in DBT and additional forms of trauma treatment an advantage. - Strong health leadership skills. - Understands, or willingness to learn, the implementation of Te Tiriti o Waitangi - Committed to a bi-cultural model of practice