

Position:	Part Time Peer Leader
Employment Status	22.5 hours per week Contract to May 2020
Classification:	Social Community Health Care and Disability Services Industry Award, 2010
Responsible to:	Operations Manager via Project Manager

The Mental Health Coordinating Council (MHCC) is the peak body for organisations providing community mental health services throughout NSW. MHCC Learning & Development (LD) is a registered training organisation delivering mental health training to workers within the mental health community sector.

MHCC was successful in receiving a grant through the National Disability Insurance Agency (NDIA)'s Information, Linkages and Capacity (ILC) National Readiness Grants (Round 2). The grant is to develop stage two of the reimagine.today website.

The Peer Leader role is 22.5 hours per week contract role until May 2020. The Peer Leader NSW/ACT will connect with and build a network across NSW/ACT as well as co-design resources and information directed at supporting people with psychosocial disability. MHCC is seeking a motivated individual with a lived experience of mental health recovery and strong network development skills. They will have skills in group facilitation and training, as well as a commitment to ensuring quality innovative approaches.

The Peer Leader NSW/ACT role has recently become available and working under the direction of the Project Manager is responsible for:

- Maintaining and further developing a reimagine.today NDIS and mental health Peer-led Network through face-to-face and online methods throughout NSW and ACT
- Raise awareness of the reimagine.today website and provide information and education to the community regarding best practice use
- Liaise with other Peer Leaders throughout Australia
- Facilitate co-design sessions and utilise your lived experience of mental health recovery to input into the development of the reimagine.today website.

MHCC are seeking an individual who has good oral and written communication skills; the ability to 'think on their feet and outside the box'; multi-task priorities with exceptional planning and organisation skills; and is innovative with a high level of self-motivation and attention to detail.

Our ideal candidate will have experience working within the community sector or human services areas.

If this sounds like you then apply today by sending your resume and a statement addressing the selection criteria below.

Essential Criteria

- Lived experience of mental health recovery
- Ability to demonstrate the values of peer work in practice
- Ability to operate within and apply recovery and trauma informed principles

- Previous experience in facilitation and training
- Strong network development skills
- Strong organisational and administrative skills
- Self-motivated with the ability to work both independently as well as part of a team
- General computer literacy/ comfortable with online communication methods

Desirable criteria

- Qualification in Peer Work, e.g. Certificate 4 in Mental Health Peer Work
- Have worked in a lived experience or peer work role
- Knowledge or experience of the NDIS
- Knowledge or experience of working with LGBTQIA+ people, and/or the following diverse groups: Aboriginal and Torres Strait Islander people, people from Culturally and Linguistically Diverse backgrounds, people living in Rural and Remote areas
- Experience in online networking
- Valid driver's licence

Job benefits and perks

Remuneration packaging includes base salary of \$35.25 per hour, plus super guarantee contribution, FBT salary packaging and entertainment benefits under our Public Benevolent Institution status are available.

MHCC offers a flexible working environment.

To Apply

Enquires and written application including resume and cover letter addressing the Criteria outlined above are to be addressed to Erika Hewitt email erika@mhcc.org.au.

Applications will be reviewed as they are received so you are encouraged to submit your application as soon as possible.

Applications that do not address selection criteria will not be considered.

We promote diversity and practice equity. Aboriginal and Torres Strait Islander people, people from different cultural backgrounds. LGBTQIA+ people and people with disabilities are strongly encouraged to apply.

Job Description

Position:	22.5 hr/week – Peer Leader – reimagine.today project Contract until – May 2020
Responsible to:	MHCC Project Manager
Responsible for:	Peer network and community engagement

The Project

MHCC, with funding provided through the National Disability Insurance Agency (NDIA)'s Information, Linkages and Capacity Building (ILC) Grants (Round 2), is working to further develop the psychosocial online resource: reimagine.today, to support improved access to the NDIS by people with a psychosocial disability and ensure the resource is highly accessible to a diverse range of people.

The project employs Peer Leaders across Australia to coordinate state/territory-based Peer-led Networks, as well as facilitate the co-design of new materials for reimagine.today. These Peer-led Networks will bring together people from the local community with experience of, or an interest in, mental health and the NDIS. Networks will enhance linkages between people and suitable resources and supports, including through the promotion of the reimagine.today resource, and through the development of relationships with communities, community mental health services and individuals.

Through a co-design process, the project aims to develop and improve resources available to 4 specific diversity groups, including: Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse backgrounds, LGBTIQ+ people, and people living in rural and remote areas. This requires national input from diverse communities to develop new components and materials for reimagine.today.

This project will also support the further development of priority skill-building areas of the website, to improve general access to the NDIS for people with lived experience of mental health conditions. Through a co-design process, we will develop and improve materials available regarding skill-building in self-advocacy, decision-making and NDIS plan management. The co-designed resources will be added to reimagine.today, to better support people with psychosocial disability to build their capacity to self-advocate and self-manage whilst also providing the information needed to make decisions and choices about NDIS, mainstream and community services.

Stage one of Reimagine Today was originally funded by the NDIA as a strategic project and the website was established and launched at <http://reimagine.today/> in 2017, as an online resource to support people to better understand psychosocial disability and how the NDIS can support recovery.

Position objectives

The Peer Leader will have two key responsibilities.

1) Develop and engage a state/territory-based NDIS and mental health Peer-led Network, through engagement with local NDIS representatives, individuals, organisations and their community. Through this network the Peer Leader will provide information and education regarding reimagine.today and how it can support someone with lived experience of a mental health condition to understand and access the NDIS.

2) Facilitate and participate in a co-design, development and evaluation process to improve the reimagine.today website in specific identified areas. The first area is to make it more usable and accessible for people from diverse backgrounds, with a focus on four key groups (Aboriginal and Torres Strait Islander people, people from culturally and linguistically diverse backgrounds, people in rural and remote areas and LGBTIQ+ people). The second area is to help build people's individual capacity focusing on skill development in three areas (decision-making, self-advocacy and NDIS plan management).

The position requires a self-motivated person with a high level of initiative, good organisational skills and a strong ability to build relationships and connect people to relevant supports as well as a desire to build the local communities capacity regarding the NDIS and mental health.

The Peer Leader is to undertake all work from a recovery and trauma informed perspective and be committed to implement and uphold peer work values and practices. The role will be based within MHCC and work across the NSW and ACT area regarding project activities and outcomes. Throughout the project you will have the support of other national Peer Leaders through participation in reimagine.today Peer Leader team activities.

Development of Networks

- Undertake research and update a list of existing NDIS and mental health networks (both face-to-face and online) within the state/territory
- Establish respectful and collaborative relationships with local NDIS representatives, individuals, the general community as well as mainstream public, primary health care and mental health service providers around the NDIS
- Engage with an established Peer-led Network utilising both face-to-face and online communications methods
- Raise awareness of the reimagine.today website and provide information and education to the community regarding best practice use. This may include one-on-one sessions, presentations, workshops, attending other networking events, etc.
- Plan, prepare and deliver reimagine.today workshops
- Identify linkages and pathways to help connect the community to relevant supports and services
- Undertake evaluation and quality improvement processes
- Collaborate with other national reimagine.today Peer Leaders to improve approaches and mutually build capacity.

Co-design

- Through the established networks, and in collaboration with local organisations, identify and recruit participants to be involved in the further co-design and development of reimagine.today in specific identified areas
- Participate in the co-design development of a project evaluation process and materials
- In collaboration with MHCC, deliver the co-design sessions and complete session feedback and evaluation processes
- Utilise your lived experience of mental health recovery to input into the co-design and development of the reimagine.today website.

Administration

- Ensure contact details and other relevant information of network participants are collected and stored as per project requirements and in compliance of personal data and privacy regulations
- Liaise with MHCC Project Officer in regards to broad network communications to ensure compliance with anti-spamming policies
- Ensure the timely return of completed evaluations, attendance sheets and other project documentation as required
- Ensure a timely response to telephone, oral and written requests from MHCC staff in relation to activities delivered as part of the project
- Participate and report back on progress in regular teleconference or online meetings with MHCC. This includes both one-on-one and peer group meetings.
- Ensure relevant project activities are complete to contribute to successful delivery of project milestones and deliverables.

Teamwork

- Work collaboratively with other project team members, and MHCC staff
- Actively engage with other team members in continuous improvement of the project
- Ensure clear communication and a strong collaborative approach
- Attendance and participation at two national Peer Leader workshops per year (in Sydney).

General responsibilities

- Stay up-to-date with relevant news and events related to the NDIS and mental health
- Ensure all activities conducted, recognise and reflect:
 - Recovery oriented practice
 - Trauma-informed care
 - Industry knowledge and experience
- Positively represent MHCC and the project at all times
- Develop and maintain a culture that consistently represents MHCC's values
- Provide a client-friendly service that caters for, and delivers on, community and sector needs and ensures the delivery of quality customer service
- Abide by MHCC's Code of Conduct Agreement

- Adhere to MHCC's policy and procedures & workplace/industry requirements
- Ensure compliance with all Commonwealth & State legislative requirements governing the MHCC business activities (including but not limited to EEO, Anti-discrimination, WHS, VET)
- Be involved in evaluations of performance as an ongoing part of continuous improvement
- Seek assistance from relevant MHCC staff as required
- Use equipment provided in a professional manner
- Ensure travel and other related project expenses are clearly documented and acquitted, and work with the project manager to ensure they are within budget
- Promote the project and profile of MHCC to the sector and other relevant parties
- Other duties as directed.