

headspace Hawthorn & headspace Malvern Youth Advisory Group Position Description

Are you aged between 16-24? Are you passionate about youth mental health and wellbeing? Do you want to get involved in your local community? **Apply to join the headspace Hawthorn & headspace Malvern Youth Advisory Group!**

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| Position | Youth Advisory Group Member |
| Classification | Volunteer |
| Reports | Community Engagement Coordinator |
| Hours | Meetings on the first Monday of every month 5:30pm-7:30pm Regular events, presentations and activities |
| Location | <u>Monthly meetings will alternate between two locations:</u> headspace Hawthorn, Level 1 360 Burwood Road, Hawthorn VIC 3122 headspace Malvern, 1257 High Street, Malvern VIC 3144 |

Organisation Overview:

headspace is the National Youth Mental Health Foundation. headspace is funded by the Australian Government Department of Health. There are over 100 centers across Australia. The primary focus of headspace is to provide early intervention services to improve mental health and wellbeing outcomes for young people aged 12-25. headspace also aims to promote mental health and wellbeing at a community level through mental health education. You can read more about headspace here: <https://headspace.org.au/>

Every headspace centre in Australia has a lead agency. Access Health and Community (AccessHC) is the lead agency for headspace Hawthorn and Malvern. This means **headspace Hawthorn & headspace Malvern** are operated by, and are part of AccessHC. AccessHC is a community health service with various locations across the Eastern Region in Melbourne.

The **headspace Hawthorn & headspace Malvern** Youth Advisory Group (YAG) provides those aged 16 to 24 with the opportunity to have their voice heard and take positive action to improve the mental health and wellbeing outcomes for young people in the community. The YAG is joint for both centres. This means you will represent both **headspace Hawthorn & headspace Malvern** in community engagement activities. There may be some instances where you will represent Hawthorn only, and similarly for Malvern.

About the YAG:

The YAG are young people who volunteer at headspace Centres to ensure services and community engagement efforts are youth-friendly. The YAG are passionate and proactive about getting involved in their community.

The purpose of the YAG is to raise awareness of the importance of mental health and encourage help seeking behaviours in young people. The YAG aims to break down the stigma around mental health and improve the way we address mental health in the community.

The Community Engagement Coordinator and the YAG do this by having a presence in the community through local events, presentations and activities. These are held in the Eastern region in Melbourne. The YAG also plan and run their own projects for young people in the community.

We aim to have a YAG that is representative of the region the headspace Centre's service. YAG members shall be a mix of ages, genders, cultures and backgrounds, and have diverse life experiences.

What are the requirements?

- Applicants must be between 16 and 24 years of age
- Live, work or study in Boroondara, Stonnington, Whitehorse, Manningham and surrounding areas
- Applicants must not be a current headspace Hawthorn or headspace Malvern client, but can be a past client
- May or may not have a personal experience of mental health or AOD concerns
- A genuine interest in, and compassion for young people experiencing challenges with mental health and/or alcohol and other drug use
- Able to work respectfully with people from diverse backgrounds
- Willing to get a volunteer Working with Children's Check (for members over 18)
- Attend an Induction meeting with the Community Engagement Coordinator
- Complete volunteer paperwork as part of the requirements for AccessHC volunteers
- Willing to represent **headspace Hawthorn & headspace Malvern** at community engagement activities in Boroondara, Stonnington, Whitehorse, Manningham and surrounding areas
- Willing and motivated to participate in this role for at least 12 months
- Provide evidence of Covid-19 vaccination (or exemption) in line with the AccessHC mandatory COVID-19 Vaccination Policy and the Victorian Government's Public Health Order

Should I apply?

Do you...

- Have an interest in youth mental health and wellbeing?
- Have an interest in community events and activities?
- Demonstrate the ability to work well in a team and participate in group discussions?
- Have good communication skills?
- Demonstrate the ability to keep an organised balance between your health, studies, work and other responsibilities?
- Have regular access to the internet, Facebook and mobile phone
- Possess creativity, innovation or a willingness to give things a go
- Can be responsive and engaged through online communication

What type of people are you looking for?

We actively encourage applications from all young people, but particularly want to hear the voices of:

- Young people with lived experience of mental illness and/or who have used headspace services in the past
- Aboriginal or Torres Strait Islander young people
- Young people from diverse cultural backgrounds
- Young people who identify as trans or non-cis
- Young people with a disability
- Young men

What do I do as part of the YAG?

Key roles and responsibilities:

- Attend and actively participate in a monthly YAG meeting with the Community Engagement Coordinator.
- Be available to attend regular community events and activities.
- Work collaboratively and creatively with other members on YAG-led and co-designed projects during meetings and between meetings. Examples of previous projects include creating a podcast 'Don't MIND Me' and delivering a 4-week social cooking program.
- Participate in Facebook discussions and stay active with updates, meetings and events. This includes being timely in responding to posts in the YAG Facebook group.
- Assist with creating social media content and other resources.
- Assist with delivering presentations to young people at schools and universities with support from the Community Engagement Coordinator.
- Provide input and feedback on headspace Hawthorn & Malvern's services, processes and initiatives with a youth perspective. This may involve advising on changes, Centre design, website content and more.
- Actively look after your own personal health and wellbeing and seek support when needed.

Additional opportunities:

- Participation in network meetings and conferences where necessary such as the Consortium meeting.
- The opportunity to sit on interview panels with staff at headspace Hawthorn & headspace Malvern when recruiting new centre staff.
- Support the development of new strategies, policies and learnings for headspace Hawthorn & headspace Malvern, and AccessHC services.
- Training opportunities are offered as part of the YAG. It is highly encouraged you participate in these.

Benefits:

- Develop a range of skills including teamwork, health education, advocacy, public speaking, health promotion, project planning and event management.
- Meet and work with health professionals and other young people who have an interest in youth mental health.
- Experience working with members of the community from all walks of life and practice communication skills.
- Contribute to improvements in youth mental health services.
- Receive training in mental health, suicide prevention, alcohol and other drugs and other associated topics.
- References for education or employment opportunities.
- Create new friendships with passionate and like-minded young people.

YAG position reviews:

The Community Engagement Coordinator will undertake a review of your position on the YAG every 6 months. This will usually be at the start and middle of every year. This is to ensure you are happy with the position and a chance to discuss any questions or concerns you may have. The review may include a one-on-one catch up with the Community Engagement Coordinator.

The maximum time anyone can spend on the YAG is 2 years. After this, members will finish up their time with us. This is to ensure more opportunities for young people in the community to become involved in the YAG.

Reimbursements:

headspace Hawthorn and headspace Malvern will cover the following costs:

- All reasonable parking costs exceeding \$10.00 to attend face-to-face events with the provision of receipts or evidence. NOTE: YAG members are not reimbursed for travelling to and from monthly meetings.
- Reimbursement in the form of a voucher for time spent in attendance at Consortium meetings or to participate in staff interview panels.

Other important information:

Parental or guardian consent is needed for young people under 18 years of age.

What do I do next?

If you want to apply, click [here](#) and tell us a bit about you!

Need more information or have questions?

Email Sara.Hanna@accesshc.org.au or call 9006 6500