

ROLE DESCRIPTION

headspace Shepparton's Youth Advisory Committee

Member Qualities

As a group:

- All members must be aged between 16 and 25 years at the age of application
- A mix of ages and gender
- Seek representation from Aboriginal and Torres Strait Islander backgrounds
- Seek representation from different cultural and language backgrounds
- A broad range of life experience, including same sex attracted young people, experience of homelessness and history of mental health and mental illness

As an individual:

- Young people must be aged between 16 and 25 years at the age of application
- Have an interest and passion in mental health and/or alcohol and other drug issues for young people
- The ability to think about the big picture
- The ability to work in a team and participate in group discussions as well as working independently
- Motivation, willingness and commitment to participate on an ongoing basis
- Young people that have something to say about mental health and alcohol and other drug issues
- Good communication skills
- The ability to balance health (including mental health), other responsibilities like school/work/uni/family and the demands of the YRG position.
- All members must have easy and regular access to the internet and phone

Responsibilities

- Participate in monthly meetings
- Be prepared to undertake some training about **headspace**, mental health, mental illness, and other associated topics
- talking to the media as a 'youth spokes person' when the YAC and Community Awareness Officer deem appropriate.
- Be open and willing to participate in teleconferences, email and Facebook discussions
- Support local **headspace** activities
- Some young people may like to become community advocates for youth mental health which will: raise awareness of youth mental health, encourage young people to seek help early and to educate the broader community about youth mental health.
- Young people may be involved in community education activities, or as media spokespeople on the issue of youth mental health and well-being.
- Young people may speak at public functions or at local schools, mental health forums, conferences and the like.
- Complete a wellness plan and actively look after all aspects of your health

Time Commitment

In between face to face meetings and events (Monthly 3hr meetings), contact will be maintained through email, Facebook and teleconferences. It is expected that you maintain regular (at least once/fortnight) contact with the group.

headspace Shepparton has 6 Youth Advisory Roles, Two of which have extra commitments. Please read each Job Descriptions below carefully before applying.

Benefits

- Meet other young people passionate about youth mental health and well-being
- Receive training in mental health, alcohol and other drugs, media and relating to your specific interest area
- Develop a range of skills including working in groups, working as part of the headspace team and representing the needs of your peers.

Training

Training will be given in the following areas:

- What is **headspace**
- Mental health
- Talking to the media
- Speaking in public
- Other as related to interested area

headspace Shepparton will run the 'Youth Advocates Program'. This program will be compulsory for all appointed members. The 'Youth Advocates Program' will be run over three Saturday's before commencing duties as headspace Shepparton's Youth Advisory Committee.

Reimbursements

headspace will cover cost by giving Vouchers for YAC members participating outside of their role:

- E.g.: Speaking at events and will be reimbursed at \$20 per hour, with a minimum of two hours

headspace Shepparton Youth Advisory Positions available (Description of role, outside of what is detailed above)

Role Title	Description
YAC- Youth Leader	<ol style="list-style-type: none"> 1. The 'Youth Leader' will attend the Consortium Meetings (Once every 2nd Month, Thursdays from 4pm-5:30pm). 2. Reports to Consortium as to what the YAC are doing as a whole. 3. Minutes and Agenda for Monthly YAC meetings 4. Coordinate YAC member to attend Interview Panels 5. The 'Youth Leader' will work closely with headspace 'Community Awareness Officer'.
YAC- Awareness Officer	<ol style="list-style-type: none"> 1. The 'Awareness Coordinator' will attend Subcommittee Meetings (Every Month , Tuesdays, 9am-10.30). 2. Reports to Subcommittee as to what the YAC are doing as a whole. 3. Coordinates YAC's awareness activities, working with YAC members to develop, partner and implement activities. 4. Will use headspace 'Community awareness plan, risk assessment and evaluations process' 5. The 'Awareness Officer' will work closely with headspace 'Community Awareness Officer'
YAC- Group Coordinator	<p>headspace Shepparton would like the YAC to design, develop, facilitate and evaluate an on-going group at headspace for current clients i.e. A welcome to headspace/ tips for a healthy headspace session.</p> <p>The 'Group Coordinator' will:</p> <ol style="list-style-type: none"> 1. Consult with YAC members to Design and Develop the Group/Session. 2. Facilitate session (on a term basis) 3. Coordinate YAC member to co-facilitate group/session. 4. Evaluate the Session. 5. The 'Group Coordinator' will report back to the

	<p>YAC.</p> <p>6. The 'Group Coordinator' will work closely with headspace 'Community Awareness Officer'</p>
<p>YAC- Youth Friendliness Coordinator.</p>	<p>headspace Shepparton has a lot of resources for young people, developed new resources and promotional material.</p> <p>The 'Youth Friendliness Coordinator' will:</p> <ol style="list-style-type: none"> 1. Work with staff and to look at current resources and see how they may be more 'youth friendly' 2. Work with staff when they are developing new resources to make sure they are 'youth friendly' 3. Work with all YAC members to get a broad range of ideas to collaborate together to make headspace a more 'Youth Friendly ' and 'Inclusive' Centre. 4. The 'Youth Friendliness Coordinator' will work to headspace design and brand policy. 5. The 'Youth Friendliness Coordinator' will work closely with headspace 'Community Awareness Officer' and headspace Shepparton's Manager.
<p>YAC- Health Promotions Coordinator.</p>	<p>headspace Shepparton has many groups and presentation that we run in local schools, on a range of different topics. headspace also offers groups at our centre for young people.</p> <p>The Health Promotion Coordinator will:</p> <ol style="list-style-type: none"> 1. Work with staff to look at all current groups and presentation to see if they are youth friendly. 2. Work with staff when they are developing new presentations or group work. 3. Work with YAC members to gains insight and a broad spectrum of views. 4. The Health Promotions Coordinator will work with headspace 'facilitating group' document. 5. The 'Health Promotions Coordinator' will work closely with headspace 'Community Awareness Officer'
<p>YAC- Event Coordinator</p>	<p>headspace YAC are expected to run events during the year on different day e.g.: headspace day!</p> <p>headspace partner and join in on lots of different events through out the year, with marquees and activities.</p> <p>The 'Event Coordinator' will:</p> <ol style="list-style-type: none"> 1. Coordinate and design partner event contributions. 2. Will develop, design and implement events like headspace day. 3. Will work with YAC members to gain different views. 4. Will facilitate YAC members involvement in all events. 5. Will work to headspace's 'event plan process/ guidelines' 6. The 'Events Coordinator' will work closely with headspace 'Community Awareness Officer'