



- **Excellence** - We have dedicated people who are empowered to deliver on our promises so that we can provide professional, high quality services

#### 4. HEADSPACE VISION FOR RECONCILIATION

The headspace vision for reconciliation is an equitable Australia where the 60,000 year old cultures and continuing connection to Country of Aboriginal and Torres Strait Islander peoples are respected and celebrated. This future Australia is united by the understanding of our shared past, upholds the rights of Aboriginal and Torres Strait Islander peoples, and embraces self-determination and diversity. The headspace Reconciliation Action Plan formalises our commitment to reconciliation and to strengthening the social and emotional wellbeing of Aboriginal and Torres Strait Islander young people and communities.

#### 5. POSITION SUMMARY

Reporting to the Executive Director of headspace Services, the Head of Aboriginal and Torres Strait Islander Cultural Practice and Engagement provides leadership and guidance to the headspace Chief Executive Officer, Board and executive management team in relation to Aboriginal and Torres Strait Islander Sector Engagement and Strategic Priorities.

This role will also lead a team who will operationalise the organisational strategy to improve the cultural safety and responsiveness of headspace programs and services.

The primary role and function of the Aboriginal and Torres Strait Islander Cultural Practice and Engagement Team is to:

- advocate for the needs of Aboriginal and Torres Strait Islander young people and communities within the headspace context;
- develop and strengthen cross-sector collaboration;
- further develop the cultural capacity of the headspace network by providing expert advice and overseeing the implementation of culturally informed initiatives that aim to improve the delivery of headspace services and programs to Aboriginal and Torres Strait Islander young people.

This role will build and strengthen relationships and partnerships with external Aboriginal and Torres Strait Islander stakeholders to improve cross sector engagement and collaboration on national, state and regional levels to improve mental health and wellbeing outcomes for Aboriginal and Torres Strait Islander young people across the country.

The Head of Aboriginal and Torres Strait Islander Cultural Practice and Engagement will ideally be based in the headspace national office in Melbourne. It is an operational requirement that this position is occupied by an Aboriginal and/or Torres Strait Islander person.

***Please note, headspace considers that being an Aboriginal and/or Torres Strait Islander person as a genuine occupational requirement for this position under s28 of the Equal Opportunity Act 2010 (Vic).***

#### 6. POSITION CONTEXT

As a member of the headspace Services division, the Head of Aboriginal and Torres Strait Islander Cultural Practice and Engagement will be the lead conduit between headspace and the Aboriginal and Torres Strait Islander health, mental health and wellbeing sector. This role will provide feedback into the headspace network on national strategies, initiatives, partnerships and opportunities for



collaboration to improve the mental health and wellbeing outcomes for Aboriginal and Torres Strait Islander young people.

The Head of Aboriginal and Torres Strait Islander Cultural Practice and Engagement is a highly motivated experienced professional with extensive knowledge of the social and emotional wellbeing principles and the Aboriginal and Torres Strait Islander mental health and suicide prevention sector. The position requires the ability to engage with a broad range of stakeholders, develop partnerships, achieve deliverables within timelines, manage conflicting priorities and work collaboratively with others.

## **7. KEY RESPONSIBILITIES/OUTCOMES**

### **Support, policy and advocacy**

- Oversee the development of the Aboriginal and Torres Strait Islander youth mental health policy framework to support the delivery of mental health services.
- Maintain and engage national headspace Aboriginal and Torres Strait Islander networks to inform and shape development and refinement of service delivery models for Aboriginal and Torres Strait Islander young people.
- Lead the development and implementation of Aboriginal and Torres Strait Islander and social inclusion strategies across the organisation.
- Provide leadership and expert advice to the headspace Board and Executive teams on Cultural Practice & Diversity matters where required.

### **Partnership development and stakeholder engagement**

- Develop and strengthen national, state and regional partnerships with: the Aboriginal Community Controlled sector; Aboriginal and Torres Strait Islander mental health, wellbeing, youth and suicide prevention sectors, to help inform the work of headspace services, influence reform, enhance opportunities for expansion of headspace National's work to improve access to care and outcomes for Aboriginal and Torres Strait Islander young people.
- Liaise with relevant state and national peak organisations to identify broader opportunities for collaboration across headspace programs and projects.
- Attend and participate in relevant forums and deliver presentations, representing headspace as required.

### **Strategy and business development and implementation**

- Participate in strategic planning activities for headspace National.
- Lead the development and monitoring of organisational wide strategies that aim to increase: headspace's cultural capacity, engagement, participation and partnerships with Aboriginal and Torres Strait Islander young people, communities and organisations
- Develop and monitor contracts and annual budgets, as required.
- Share new opportunities for expansion and funding to support the work of both headspace National and Centres with Aboriginal and Torres Strait Islander young people.
- Develop business proposals and produce reports as required.
- Participate in development of tenders.

### **People and Culture**

- Actively contribute to the headspace culture and engagement of headspace staff including:
- Create and maintain a responsive and respectful workplace culture that integrates the headspace values.
- Understand what is required of you and participate in development plans participate in professional growth and development opportunities.

### **General Responsibilities**

- Oversee the delivery on the headspace Reconciliation Action Plan actions and initiatives as required



- Provide leadership and support to the National Aboriginal and Torres Strait Islander Cultural Practice and Engagement Manager and Manage a team of staff, negotiate KPI's and performance development
- Oversee and lead the development and implementation of Aboriginal and Torres Strait Islander priorities and agreed work plan.
- Provide input from the sector into model and service development and provision
- Maintain and enhance appropriate knowledge and skills in Aboriginal and Torres Strait Islander youth mental health, social and emotional wellbeing and trauma informed practice.
- Other duties consistent with the position where required and/or requested by headspace's Executive Director of headspace Services and Executive

## 8. SELECTION CRITERIA

The following criteria must be met for consideration for this position:

### 8.1 Essential

- It is an operational requirement that this position is occupied by an Aboriginal and/or Torres Strait Islander person
- Relevant Tertiary qualifications in Aboriginal or Torres Strait Islander Studies Health Science, Social Work, Human Services, Psychology or Social Science or appropriate field
- Extensive knowledge and understanding of Aboriginal and Torres Strait Islander cultures and social and emotional wellbeing frameworks
- Demonstrated understanding of the Aboriginal and Torres Strait Islander youth, primary health and mental health service system in Australia
- Demonstrated experience working in senior management positions in Aboriginal or Torres Strait Islander policy, programs or services
- Exceptional leadership, strategic planning and program/project management skills
- Capacity to assess and manage risk, problem solve and negotiate successful outcomes in challenging circumstances
- A proven ability to build relationships and strategic partnerships with government, non-government and community partners
- Exceptional interpersonal, communication and organisational skills, with the ability to work effectively and sensitively with a broad range of people from diverse backgrounds, cultures and experiences
- Able to work effectively as part of a team as well as autonomously
- Willingness and capacity to undertake interstate travel.

### 8.2 Desirable

- Post- graduate qualification in Aboriginal and Torres Strait Islander health, public health or appropriate studies
- Experience working in a primary health care and/or mental health setting
- Previous experience in a Community or Not-for-Profit work environment
- Understanding of the mental health service system in Australia, and delivery of mental health services through primary care, specialist mental health service providers and non-government agencies
- Drivers licence



## 9. POLICIES AND WORKPLACE PRACTICES

All headspace employees are required to acquaint themselves with the organisation's policies and procedures and to abide by them at all times.

It is expected that at all times, employees will:

- be respectful towards the organisation, colleagues, clients and the general public
- be cognisant with and uphold the objectives and philosophy of headspace
- act collaboratively with all colleagues
- act in a safe and responsible manner at all times

