
YOUNG PEOPLE IN ORYGEN'S GOVERNANCE STRUCTURES – YOUTH ADVISORS TO THE ORYGEN BOARD

CANDIDATE PROFILE 2023



Location:	Virtual and/or Melbourne, Victoria
Term of appointment:	Three years (starting as a Youth Advisor with scope to become Board Director)
Employment type:	Volunteer (remunerated via an honorarium)
Contact person:	Manager - Youth Participation, Orygen

1. POSITION SUMMARY

Orygen is recruiting for two Youth Advisors to be appointed to the Board of Orygen. This is a unique opportunity to provide a youth perspective to Orygen at the Board governance level. The Board's purpose is to ensure Orygen carries out its Purpose.

As a Youth Advisor to the Board of Orygen, you will contribute to the strategic decision making of Orygen by sharing ideas, perspectives and opinions on key Board matters. The role will involve the following:

- attending governance coaching/training sessions;
- reading all relevant papers in advance;
- meeting with the chair of the Board or a delegate regularly;
- attending a minimum of 6 Board meetings a year in person or virtually; and
- constructively sharing your perspective during Board meetings.

For the first year, a Board Youth Advisor is not a Board Director and therefore does not carry the legal and fiduciary responsibilities of Board Directors. Subject to the completion of relevant governance training requirements, a process will commence to transition from Youth Advisors to Board Directors on the Board.

You will be reimbursed for all travel expenses associated with this opportunity, and you will receive an honorarium for your time.

2. POSITION CONTEXT

Orygen delivers cutting-edge research, policy development, innovative clinical services, and evidence-based training and education for the mental health workforce to ensure continuous improvement in the treatments and care provided to young people experiencing mental ill-health. Our activities include:

- **Five headspace centres** in Craigieburn, Glenroy, Melton, Sunshine and Werribee that deliver primary clinical services to young people operated by Orygen.
- The **Centre for Youth Mental Health**, a University of Melbourne research and teaching department.
- **Orygen Specialist Program** (formerly referred to as Orygen Youth Health Clinical Program), a tertiary clinical service currently operated by North Western Mental Health, co-located with us at Parkville, Sunshine and Glenroy, operating at sites in Footscray, and Wyndham. Whilst not under the governance of Orygen, the Orygen Specialist Program works in close partnership with us.

- **Orygen Digital**, which develops and rolls out online clinical platforms that are fully integrated with 'in-person' clinical services.
- A **training and development unit** which provides online and face-to-face training for the mental health workforce nationally and internationally.
- A **policy think tank** which draws on Orygen's research and clinical expertise to partner and collaborate with crucial content experts from Australia and around the world to advise government policymakers.
- **Centralised professional support functions** which enables the organisation to achieve strategic and operational objectives.

Youth and Lived Experience Participation is an essential part of Orygen's work. We believe it is crucial that young people are represented in decision-making at all levels and work to drive youth participation best practice in as much of our work as possible.

This role will be part of a broader group of six to twelve other young people who will be appointed to all Orygen's Board and sub-committees throughout 2023. Orygen's governance structures include the Board and five sub-committees, that provide expert advice to the Board on key areas of Orygen's operations.

The Board of Orygen is responsible for achieving the purpose of the organisation and to deal with, resolve, determine and approve all matters relating to Orygen's purpose. The Board meets at least six times per year in person or via electronic means (for e.g. zoom) and conducts business in accordance with Orygen's constitution, its governance framework, all applicable legal and regulatory requirements, and policies.

The key responsibilities of the Board relate to strategy and risk, performance and reputation as well as management and governance. Board members fulfil these responsibilities with consideration to the interests of Orygen's clients, donors, staff, Members, and the community in which Orygen operates. There are Board committees that delegated certain matters and provide advice to the Board.

This role will be one of two Youth Advisors to the Board. Youth Advisors will be appointed in an advisory position for approximately one year with the opportunity to be appointed a Board Director with full voting rights, following a review post-training and skill development. Youth Advisors will attend all Board meetings and constructively provide advice on Board matters.

As part of this program, you will receive a package of coaching, training, and other support to develop your leadership skills and governance knowledge. You will be expected to complete coaching and training on governance as part of this opportunity. All other Board Directors will be encouraged to attend youth participation in governance training.

Appointed young people will be remunerated at a rate of \$254.60 per Board meeting for their time. This will cover preparation (i.e. reading time), meeting attendance, training and coaching.

Orygen will cover all travel and accommodation costs for face-to-face meetings, and training requirements.

3. ABOUT ORYGEN

VISION	Young people enjoy optimal mental health as they grow into adulthood.
MISSION	Reduce the impact of mental ill-health on young people, their families and society.
VALUES	Respect, accountability, teamwork, excellence & innovation.
COMMITMENTS	First Nations people of Australia, young people and their families, LGBTIQA+ people & culturally and linguistically diverse people.

4. TASKS AND OUTCOMES

The Board of Orygen is responsible for achieving the purpose of the organisation and to deal with, resolve, determine and approve all matters relating to Orygen's purpose.

The Youth Advisors to the Board will be responsible for the following:

- complete all necessary governance coaching/training provided;
- adhere to all Board policies;
- read all Board papers in advance of meetings;
- regularly meet with the chair of the Board and/or a suitable delegate;
- attend all Board meetings (at least 6 per year) in person or virtually;
- contribute in accordance with the "Board of Directors" Charter;
- establish strong relationships with Board Directors, relevant members of the executive leadership team and the Youth Participation Team;
- participate in discussions, express views and provide advice during Board meetings as a representative of a stakeholder group of Orygen;
- provide advice, opinions and independent judgement to inform Board decisions;
- attend or participate in other activities as invited, required or available (i.e. advocacy opportunities, and organisational events);
- treat all Board meetings and Board discussions as confidential and not share Board papers or Board discussions outside of the Board, without the Board's permission; and
- comply with Orygen's policies and procedures, including holding others accountable and promoting a workplace culture that is safe, diverse and inclusive.

5. SKILLS, EXPERIENCE AND/OR QUALIFICATIONS

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

5.1 Essential

- Aged between 18 and 30 years of age at the commencement of the role
- Lived experience about the impacts of mental health and social and emotional well-being on young people in your community
- Commit to attending each Board meeting, completing pre-reading and other preparation, participating in coaching and training for the full term of this appointment.
- An understanding and a strong commitment to Orygen's purpose, objectives and vision.
- Current or recent engagement in youth participation, advocacy and/or youth leadership in the Youth and/or Youth Mental Health sector.
- Evidence of existing or emerging leadership skills.
- Ability to contribute to discussions at a strategic or systemic level.
- An understanding or interest in the role of the Board.
- An understanding or interest in risk and governance.
- Exceptional interpersonal skills and an ability to work with a broad range of people from various backgrounds and experiences.
- Highly developed verbal and written communication skills.
- An understanding of Microsoft Office and its relevant programs, use of email, and the internet.
- Acting in accordance with Orygen's values: Respect, accountability, teamwork, excellence and innovation.

5.2 Desirable

- An understanding of the Youth Mental Health sector or policy.
- Previous experience in Board governance or Board sub-committee involvement.
- We are seeking a diverse council of young people to meet, including young people who:
 - are First Nations people of Australia
 - are a member of one or more of the LGBTIQ+ communities;
 - are from a culturally and linguistically diverse (CALD) background;
 - are a family member of a young person with mental-ill health;
 - have a disability or chronic health condition; or,
 - live in regional, rural and remote areas.

6. OTHER REQUIREMENTS

All Youth Advisors to the Board and volunteers at Orygen must have or be willing to obtain the following:

- Have the unrestricted right to live and work in Australia.
- A current National Police Check (within the last 12 months).
- A Working with Children Check.
- Proof of COVID-19 Vaccination.
- Access to a computer and internet.
- Able to travel to Melbourne, Victoria (travel costs to be covered by Orygen)

7. ACKNOWLEDGEMENT

Confirming this volunteer position description has been read and understood by:

Name:	
Signature:	
Date:	