



POSITION DESCRIPTION

COMMUNITY AWARENESS OFFICER

Location:	headspace Craigieburn
Division:	Clinical Programs
Classification	Social, Community, Home Care and Disability Services Industry Award (2010), Social and Community Services Employee Level 4
Employment Type:	Part-time (0.8 FTE) to Full-time Fixed Term position available until 30 June 2021
Position reports to:	Clinical Services Manager

1. POSITION SUMMARY

Working within a supportive team, the Community Awareness Officer will develop, deliver and evaluate awareness, community engagement, and youth participation programs and activities in the local area with a focus on promoting early help-seeking for mental health and other health/social issues facing young people.

Subject to broad direction, this position requires working with a considerable degree of autonomy, and will be supported by regular staff meetings, supervision and availability of a senior staff member.

2. POSITION CONTEXT

headspace is a world-first youth mental health initiative that supports young people who are going through a tough time; whether it's depression, anxiety, relationship break-ups or alcohol and other drug issues. The youth-friendly services at headspace are aimed at teenagers and young adults in recognition of the fact that 75 percent of mental disorders emerge before the age of 25 years.

Orygen operates four headspace centres and associated services in Craigieburn, Sunshine, Glenroy and Werribee with funding and support from headspace: the National Youth Mental Health Foundation. These headspace centres aim to improve access to services and continuity of care for young people across four core streams of service: mental health; alcohol and other drugs; primary care; and social recovery/vocational services.

3. ABOUT ORYGEN

VISION: Young people to enjoy optimal mental health as they grow into adulthood.

MISSION: Reduce the impact of mental ill-health on young people, their families and society.

Orygen is the world's leading research and knowledge translation organisation focusing on mental ill-health in young people. Working side-by-side with young people, our partners and one another, we're redefining what's possible in global research, policy, education and clinical care. Find out more on our [website](#).

headspace is the National Youth Mental Health Foundation providing early intervention mental health services to 12-25 year olds, along with assistance in promoting young peoples' wellbeing. This covers four

core areas: mental health, physical health, work and study support and alcohol and other drug services. Find our more on the headspace [website](#).

4. KEY RESPONSIBILITIES/OUTCOMES

The Community Awareness Officer will:

- Increase awareness of headspace services amongst young people, their families/carers and friends, and the local community.
- Develop and deliver a range of activities and programs to increase mental health literacy and reduce stigma and discrimination associated with mental health and other health/social issues.
- Plan, develop and implement community awareness and capacity building activities with clear accountability for program performance.
- Work in partnership with local agencies to develop and deliver a mental health education program through sports club/organistaion.
- Develop and maintain partnerships with schools, community, public and private sector agencies, with a focus on community capapciy building, shared community engagement /awareness activities and effective referral pathways to/from headspace.
- Coordinate and facilitate opportunities for young people to engage with the centre including formation and maintenance of a youth reference group.
- In consultation with the Clinical Services Manager, develop, monitor and review a Community Awareness and Youth Participation Plan for the headspace centre.
- Other related activities and responsibilities as reasonably requested by the Clinical Services Manager.

5. SELECTION CRITERIA

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

5.1 Essential

- Tertiary qualifications in the social or health sciences, community development or a related field, and/or substantial relevant experience in a similar field.
- Passion, energy and determination to make a difference to health outcomes for young people.
- Demonstrated ability to develop, implement and evaluate community awareness programs.
- Demonstrated experience/understanding of engagement issues related to young people.
- Demonstrated sound judgement, the ability to identify and manage a range of risks (including brand and reputation) and well developed problem solving and negotiation skills.
- Experience and understanding of mental health, drug and alcohol and other health/social issues facing young people.
- Experience in the development and delivery of youth participation programs.
- Demonstrated ability to achieve outcomes in partnership and liaise with the community, government and non-government agencies.
- Excellent written and verbal communication skills.
- Strong time management, planning and computer skills.
- Ability to proactively seek funding options to enhance community participation activities.

6. PROFESSIONAL AND ORGANISATIONAL KNOWLEDGE

The Community Awareness Officer will be expected to have:

- Knowledge of and the ability to work within the headspace framework of early intervention, de-stigmatisation, diversity, inclusion, and non-discrimination.
- A sound understanding of health promotion principles and strategies.
- Understanding of the different types of organisations involved in health and wellbeing service delivery to young people.

- Excellent computer skills with a demonstrated ability in word processing, PowerPoint and databases as required.

7. SPECIAL REQUIREMENTS

- A current Victorian driver's licence.
- A current full unrestricted work permit / visa for Australia.
- A current National Police Check will be required.
- Any offer of employment is conditional upon receipt and maintenance of a satisfactory Working with Children Check.