

## Position Description

<b>Position Title:</b>	Lived Experience Workforce Development Manager
<b>Employment Type:</b>	Full Time
<b>Hours of Work:</b>	1 FTE

### About the Mental Health Council of Tasmania:

The Mental Health Council of Tasmania (MHCT) is the peak body representing the mental health and wellbeing needs of all Tasmanians, and the community organisations that work with and support them. We work closely with the government to amplify the voices of our members and Tasmanian communities, to provide input into public policies and programs. We advocate for reform and improvement within the Tasmanian mental health system.

<b>Our purpose:</b>	Strengthen and advocate for our communities and service providers to support the mental health and wellbeing of all Tasmanians.
<b>Vision:</b>	Every Tasmanian has access to the resources and support needed for good mental health and wellbeing
<b>Values:</b>	Compassionate and respectful, collaborative, and supportive, responsive, and adaptive, leading, and engaging

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### Project Summary:

The Mental Health Council of Tasmania has been contracted to work with other key stakeholders in the development of a Lived Experience Training and Development Hub. The Hub is jointly funded by the State Government and Primary Health Tasmania and provides training pathways for people with lived experience of mental health concerns, and people with lived experience of alcohol and other drug use, empowering them to effectively apply their unique expertise to support others through their own treatment or recovery journeys. In addition to upskilling Lived Experience Workers, the Hub will also provide training to help organisations improve their systems and workplace culture to better understand, value and support Lived Experience roles.

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### Position Summary:

This newly created role is responsible for the establishment of the Lived Experience Workforce Training Hub, including the development of a business model to encompass training development, design, and delivery to ensure growth and sustainability. The Lived Experience Workforce Development Manager will oversee the implementation of the Peer Workforce Development Strategy, and the development and delivery of training, resources, and other lived experience related activities.

## Relationships:

<b>Reports to:</b>	CEO
<b>Direct reports:</b>	Training and Development Lead Lived Experience Project Officers and Support Officers

## Duties and Responsibilities:

- Develop a business model which encompasses training development, design, and delivery to ensure growth and sustainability of the Hub.
- Oversee consultations with relevant stakeholders and organisations to identify training and workforce needs and organisational readiness.
- Identify stakeholders in the development and facilitation of working groups to support the training hub objectives.
- Work with MHCT staff in the development of a stakeholder engagement, and communications strategy to promote the training hub, courses, and the benefits of a lived experience workforce.
- Oversee the development of training resources, and the delivery of training to ensure consistency.
- Identify new training and business development opportunities as they relate to the mental health, and alcohol, tobacco, and other drugs sectors.
- Oversee the Lived Experience related activities within MHCT.
- Facilitate the collaboration of the partnership group in the development and delivery of training.
- Work closely with TasTAFE and other registered training organisations to ensure seamless pathways to further training.

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## Required Skills and Personal Attributes:

This position requires a highly motivated professional with at least two years' project management experience together with demonstrated experience in identifying and developing business opportunities for growth. Strong stakeholder engagement skills, and the ability to confidently communicate with all levels of government, and organisations is essential.

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## Key Performance Indicators:

- A business model is developed to ensure growth and sustainability of the Training Hub
- Consultations with stakeholders and organisations to identify training and workforce needs are well designed and documented to inform organisational readiness.
- Relevant stakeholders are identified to support the training hub objectives.
- A stakeholder and communications strategy is developed to promote the training hub, courses, and the benefits of a lived experience workforce.

- Adequate oversight and support are provided to ensure training resources and delivery is consistent with the business model, and MHCT values.
  - New training and business development opportunities are identified as they relate to the mental health, and alcohol, tobacco, and other drugs sectors.
  - All lived experience related activities are managed in line with the Peer Workforce Development Strategy.
  - Collaboration of the partnership group is well facilitated.
  - Relationships with TasTAFE and other registered training organisations are nurtured.
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## **Selection Criteria:**

### **Essential criteria:**

- Relevant tertiary qualification or equivalent, or at least 3 years' relevant experience
- A minimum of 2 years project management experience.
- Demonstrated experience in business development that has resulted in growth and sustainability.
- A thorough understanding of the concept and practice of codesign principles.
- Demonstrated experience in building and maintaining relationships with the head of organisations, politicians, and business partners.
- Demonstrated experience in managing teams.
- Current drivers' licence and the capacity to travel intrastate.

### **Desirable criteria:**

- A good understanding of the Tasmanian Mental Health sector
- Experience in the development and delivery of training



October 2023