

SELF HELP QUEENSLAND INC

JOB DESCRIPTION

PROJECT WORKER (MENTAL HEALTH SELF HELP GROUPS)

The worker in this position will facilitate the development of capacity within the mental health self help community across the State. This project will target self help groups that have a focus on supporting people with mental illness and psychiatric disability and their family and carers.

The worker will be based at the Sunnybank office and employed for not less than 24 hrs per week for 12 months initially with a possibility for extending this period when funding becomes available.

Conditions: Social, Community, Home Care and Disability Services Industry Award 2010

Pay Level: Community Services Workers and Crisis Accommodation Workers Award Level 6 Paypoint 1

There will be a 3 month probationary period.

A Police Certificate or equivalent will be required.

Some occasional travel to regional and rural areas may be a requirement of this position.

Reporting to: The Coordinator, Self Help Queensland Inc. and the Management Committee for their monthly meetings.

Overall responsibilities: To ensure that all phases of community capacity building are carried out efficiently, effectively, within budget allocations and time constraints.

Main Tasks:

- To identify and make connections with a wide cluster of support groups for those with mental health issues.
- To build on and/or develop a structure which administers a small grants program for mental health self-help groups.
- To develop and maintain a regional network structure for contact between mental health self help groups and service providers.

To deliver a 2-day (non-accredited) training program for group facilitators and group members so that they most appropriately target the needs of self-help groups supporting people with mental health issues and their families and carers.

To participate in team development within Self Help Queensland Inc. as required.

To work collaboratively with the external evaluation process

To document all stages of the project

To be considered for the Project Worker (Mental Health Self help Groups) Position you will need to address the following Selection Criteria.

SELECTION CRITERIA

1. Extensive experience in the non-government sector
2. Extensive knowledge of the mental health sector
3. Proven experience in community development
4. Demonstrated project and financial management experience
5. Demonstrated experience in developing groups
6. Demonstrated experience of the self-help sector
7. Demonstrated experience in working cooperatively and in collaboration with volunteers and other workers in small teams
8. Demonstrated experience in facing challenges associated with complex interpersonal relationships within and between groups
9. Demonstrated computer and general writing and reporting skills

Please forward applications by closing date 8th August 2010 to:

The President
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