

# **POSITION DESCRIPTION**

## **NSW Consumer Representative – NMHCCF**

### **About NMHCCF**

The National Mental Health Consumer and Carer Forum (NMHCCF) was established in 2002 by the Australian Health Ministers Advisory Council Mental Health Standing Committee (AHMAC MHSC) in recognition of the continued need for mental health consumer and carer involvement at the highest level of policy development.

The NMHCCF provides a mechanism for mental health consumers and carers to come together to foster partnerships and to ensure the input of consumers and carers to activities of the mental health sector including reform of national mental health policy and service delivery in Australia.

### **About the role**

The primary focus of the position is to represent NSW mental health consumers and carers at the National Mental Health Consumer and Carer Forum. It is important that the incumbent of this role has specific skills beyond the individual's own personal experience to shape and influence national mental health policies.

The incumbent also needs to be able to:

- gain confidence from NSW mental health consumers and NSW mental health organisations
- engage and represent NSW mental health consumers from diverse backgrounds; and
- translate and advocate the viewpoints and concerns of NSW consumers to the national forum.

### **Time commitment**

The incumbent needs to participate in regular Forum meetings, working group meetings, and processes for preparing submissions on specific topics.

The NMHCCF holds several meetings annually (face-to-face and/or online). Working groups generally meet via videoconference for one hour each one to two months. The incumbent may expect to spend up to 8 hours a month of Forum activities.

Sitting fees are paid for formal NMHCCF activities including videoconferences, teleconferences, face-to-face meetings, and identified out-of-session representative activities. Fees are paid in accordance with the Remuneration Tribunal Guidelines.

The sitting fee for a formal meeting includes a component to cover normal preparation time, but where the Executive Committee considers the period of preparation time involved is so unusual as to warrant recognition, that period may be included as eligible for remuneration.

Expenses for flights, taxis and accommodation are met by the Forum when face to face meetings are held.

Duties and Responsibilities	What Success Looks Like
<ul style="list-style-type: none"> <li>• Represent and advocate the rights and needs of NSW mental health consumers at the national level (NMHCCF).</li> <li>• Collaborate with other state representatives to strengthen the collective voice and impact.</li> <li>• Build network and work closely with NSW government bodies, mental health service providers, and NGOs to reform mental health policy and service delivery at the national level.</li> <li>• Provide information to NSW mental health consumers about national mental health policies, programs, and initiatives.</li> <li>• Communicate frequently with NSW mental health consumers, NSW mental health organisations, and relevant stakeholders to gather insights, concerns, and feedback for NMHCCF.</li> <li>• Engage a diverse range of NSW mental health consumers. Acknowledging the unique needs and challenges faced by different communities.</li> <li>• Act as a liaison between NMHCCF and NSW peak mental health consumers organisations</li> </ul>	<ul style="list-style-type: none"> <li>• 90% attendance and participation in NMHCCF meetings, working groups, and other activities such as key national mental health events.</li> <li>• The incumbent makes substantial contributions to the development or revision of national mental health policies and initiatives.</li> <li>• NSW government bodies, mental health service providers, and NGOs acknowledge the importance of the incumbent's advocacy and representation at the national level.</li> <li>• NSW mental health consumers, and mental health organisations are fully informed about national mental health policies, programs, and initiatives.</li> <li>• The incumbent successfully establishes a formal feedback mechanism.</li> <li>• The incumbent successfully captures insights, and concerns via formal feedback mechanism.</li> <li>• The incumbent's representation and advocacy efforts consistently include the culturally and racially marginalized (CARM) needs and challenges.</li> <li>• Positive relationship between NMHCCF and NSW peak mental health consumers organisations.</li> </ul>

## **About you**

To be successful in the position you will have the following criteria:

- Lived experience as a mental health consumer.
- Several years' experience in a strategic leadership role with expertise in the mental health area.
- Ability to see the big picture and think strategically.

- Demonstrate strong experience and knowledge in policy reform and advocacy at the state and national level within the mental health sector.
- Proven communication, interpersonal, negotiation, and influencing skills.
- Ability to build networks, collaborate, and work effectively with diverse stakeholders.
- An understanding of co-design principles and ability to collaborate with consumer and carer representatives towards a common goal.
- Willingness to participate in training relevant to the role.