

Position Description

About the Role

Role	Education Wellbeing Lead
Team	Learning & Programs
Line Manager / Leadership Rep	Helena Andrews
Term	Fixed Term (12 months) Flexible – (3-5 days per week)

Smiling Mind
55 Cromwell St,
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smilingmind.com.au
Smiling Mind
ACN 161 428 459

Overview of Smiling Mind

Smiling Mind is Australia's #1 mindfulness meditation provider reaching over 5.5 million people as well as 195,000 teachers and 3.8m Australian children and young people through our schools' program - but this is just the beginning. We aspire to be the leader in preventative mental health, with a short-term goal to reach 5m Australian children and young people with our programs by 2021 - and you have the unique opportunity to help shape the future of young Australians.

Purpose of the role

The Education Wellbeing Lead will be instrumental in shaping and supporting the evolution and delivery of Smiling Mind programs into schools across Australia.

The Education Wellbeing Lead will have comprehensive knowledge of the role positive education, mindfulness, social and emotional learning and preventative mental health can play in the development of young people and the importance of whole-school approaches to implementation.

The right person for this role will be able to leverage experience in the education and preventative mental health sectors, develop new and grow existing relationships with key industry stakeholders and develop a cohesive and compelling narrative for implementing Smiling Mind programs to support the mental health of young people through schools-based programs.

This is a national role ideally suited to an education sector specialist looking to have a positive impact on the mental health and wellbeing of young people at the national level. The role will include some travel.

What the role is responsible for

The major responsibilities of the Education Wellbeing Lead role are:

Education & Learning

- Utilise education sector and schools expertise, published literature and thought leadership to support the evolution and development of Smiling Mind Education Programs which support the mental health of young people
- Work collaboratively with Smiling Mind subject matter experts and learning designers to develop, test and refine new learning and education materials including:
 - Whole-school implementation programs

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- Educator professional development programs
- School leader programs
- Classroom and direct-to-student learning materials
- Be a senior point of contact and foster positive relationships with key contacts at schools and educator communities of practice, and support them to implement Smiling Mind programs in their schools

Stakeholder Relationships

- Represent Smiling Mind as a key thought leader in the education sector and preventative mental health for young people and build our profile through a calendar of activity with our marketing team (white papers, events, blogs, speaking opportunities)
- Develop and implement a national and state-based stakeholder framework to support relationship building with key stakeholders across the educator sector
- Act as a liaison between the education system and Smiling Mind, feeding back key insights, trends and opportunities to the leadership team, program development team, projects, product and commercial teams regularly

Key Teams / Stakeholders

Working in the Learning and Programs team, the Education Wellbeing Lead will work alongside subject matter experts in mindfulness, preventative mental health, psychology and learning design and will be supported by a national network of highly skilled facilitators to deliver education programs across Australia.

The Smiling Mind team are a friendly and highly driven small team with a big dream so expect to be working closely with all teams to realise our dream of changing the mental health outcomes of future generations of Australians.

The Education Wellbeing Lead will also engage and partner with:

- Key Education Bodies and Associations
- Government Education Departments
- Educators and Education Leaders

The skills, qualifications and experience to be successful in the role

Essential	Desirable
<ul style="list-style-type: none"> ● A strong understanding and ability to effectively communicate the role of positive education, social and emotional learning and preventative mental health in the development of young people ● A strong working knowledge of how to lead the implementation of whole school teaching and learning programs ● Demonstrated ability to build strong relationships and engage across key levels of the education system and community 	<ul style="list-style-type: none"> ● A deep knowledge of the evidence and latest research in positive education, mindfulness, social and emotional learning and/or preventative mental health in young people ● Knowledge and experience in the primary and secondary education sector – including the Australian education systems, national and state curricula and educator professional development



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	<ul style="list-style-type: none">• Experience working within education industry bodies and/or as a consultant to schools
Personal Attributes <ul style="list-style-type: none">• Entrepreneurial and creative thinking skills with a strong motivation and drive• A self-starter with excellent problem-solving abilities• Strong verbal and written communication skills and attention to detail• Accountability, ability to work to timelines and manage competing tasks• Ability to build and foster relationships• A belief in mindfulness, its practice, and its ability to support mental health	
Qualifications <p>Masters or higher in Positive Psychology, Education, or Psychology.</p>	

Working with Smiling Mind

When you work at Smiling Mind not only do you get to impact the lives of young Australians - you get heaps of perks too! We want you to bring your best self to work so our benefits are designed for you to thrive. Our team gets access to allowances for Wellbeing and Professional Development, unlimited annual leave, flexible working arrangements, regular meditations and a generous Salary Sacrifice Program.

General Expectations

1. Belief in the purpose and philosophy of Smiling Mind
2. A desire to have a positive impact on the world – particularly through learning
3. A growth mindset and willingness to learn
4. Attention to detail, accountability and ability to work to timelines and manage competing tasks
5. A warm, friendly and engaging approach
6. Alignment to our values as outlined below

What to Expect

We're a friendly and highly driven small team with a big dream so expect to be surrounded by people who are passionate about changing the future generations of Australians. 'Smart Hustle' is a state of mind in a not-for-profit, but we are certainly not your standard. Smiling Mind is a high growth, fast paced organisation more akin to a tech start up than what you might perceive a not for profit to be like.

We know that strong commercial outcomes equate to greater impact. Our people have tenacity, creativity and resilience in spades, meaning we punch well above our weight, working together as a tight knit team to achieve great things.

You will be expected to use initiative to get the job done, will be challenged to perform at your very best, and in return get the opportunity to learn from inspiring and skilled team members achieving life changing results for our community.

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The Values we live by at Smiling Mind

Human

Life is complicated enough. We're real. With each other and everyone around us, choosing to turn the complex into the simple. We are approachable, fun and connected. We celebrate our success, learn from near wins, and relish in the impact we are making in the world.

Inclusive

We believe accessibility and inclusiveness is key to empowering a new generation to thrive. We approach everything we do in an open, curious and non-judgemental way.

Informed

We make it our business to know, and everyone in our world benefits from the knowledge we share. Lifelong learners, our curiosity and inquisitive nature inspire a constant zest for knowledge.

Tenacious

We encourage and challenge each other to find ways to be better. We use all our skills, knowledge and resolve to find the best, most efficient and impactful path to success, changing lives in the process.

Agile

We are strategic and commercial, but fluid in our approach to revolutionising the way people learn social and emotional skills. From the way we work with each other, to our partners and those who use our tools and resources. More often than not, this means doing a lot with a little - we never want to lose our entrepreneurial spirit - which got us where we are.

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