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**YOUTH PARTICIPATION DESIGN OFFICER**  
**FEBRUARY 2021**

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<b>Location:</b>	Parkville, Remote
<b>Division:</b>	People and Culture
<b>Classification:</b>	Social, Community, Home Care and Disability Services Industry Award (2020), Social and Community Services Employee Level 2
<b>Employment type:</b>	Full Time/ Part Time, fixed term position until 30 June 2021
<b>Position reports to:</b>	Youth Participation Program Manager

## 1. POSITION SUMMARY

The Youth Participation Design Officer will work with the Youth Participation Team at Orygen to support the development of an online youth participation platform.

They will work in collaboration with young people, Orygen staff and external stakeholders to guide the development of this online platform, the formation of which will seek to allow young people across Australia to engage with youth participation opportunities within the organisation. An online platform could take the form of a variety of online tools that will allow young people to engage flexibly and in ways that work for them.

Subject to broad direction, this role will be responsible for working semi-independently to arrange and facilitate co-design workshops and build relationships with stakeholders to design content and frameworks which will creatively contribute to a new model for youth engagement in an online setting.

## 2. POSITION CONTEXT

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](#).

Orygen's current youth participation strategy aims to develop, implement and foster youth participation practices that benefit young people, and in turn their families & their communities.

We do this by providing opportunities for young people to:

- Share their experiences
- Improve the quality and significance of service design and delivery
- Connect with other young people
- Develop skills in advocacy and leadership
- Improve their knowledge of mental health and wellbeing
- Build confidence and capacity

Orygen's model for youth participation aims to promote and practice safe and respectful youth participation practices within the organisation, as well as in the broader youth mental health

sector. Currently, Orygen's formal internal youth networks consist of several committee-style groups supporting work in the fields of research, strategy, youth engagement, health promotion and quality assurance. The Youth Participation Design Officer will work to support the creation of a new structure for increased youth engagement and the widening of Orygen's network of young people outside of formal committee-style groups.

The Youth Participation Design Officer will be responsible for showcasing what a meaningful and accessible online youth participation platform can look like based off consultations with stakeholders, and will work closely with technical teams at Orygen who will create the online space using the recommendations and content that this role compiles and develops. As such, experience in web design and user experience (UX/UI) is desired, but not essential.

### 3. ABOUT ORYGEN

<b>VISION</b>	Young people to enjoy optimal mental health as they grow into adulthood.
<b>MISSION</b>	Reduce the impact of mental ill-health on young people, their families and society.
<b>VALUES</b>	Respect, accountability, teamwork, excellence & innovation
<b>COMMITMENTS</b>	Orygen has made a strategic commitment to partner with First Nations people of Australia, young people and their families, LGBTIQ+ people & culturally and linguistically diverse people

### 4. KEY RESPONSIBILITIES/OUTCOMES

In close collaboration with the Youth Participation Team, the Youth Participation Design Officer will:

- Develop and deliver opportunities for young people to engage with the planning process of the online platform
- Liaise with key internal and external stakeholders to understand best practice in youth participation and inform planning processes for the online platform
- Undertake project planning and design processes, collaborating with a wide range of stakeholders (including young people)
- Independently organise logistics and administration required to run consultations with stakeholders
- Analyse and summarise findings from consultations and meetings to guide project planning and design
- Create a content plan for an online youth participation platform, and assist in its development into a working site
- Any other duties as reasonably requested, consistent with the classification of this position and the context of this role

### 5. SELECTION CRITERIA

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

#### 5.1 Essential

- Aged between 18-25 years at time of application.
- Knowledge of youth mental health sector.
- Interest in digital tools for youth mental health.
- Passion, energy and determination to make a difference in how young people are engaged in youth participation opportunities within the youth mental health sector.
- Demonstrated ability to facilitate workshops and groups in a manner that encourages creative thinking and reflective practice.

- Excellent written and verbal communication skills.
- Excellent interpersonal skills, with an ability to build rapport and communicate effectively with stakeholders (including young people).
- Ability to show initiative and demonstrate sound judgement and problem solving skills.
- Ability to apply strategic and innovative thinking to support the development of the online platform.

## 5.2 Desirable

- Previous project planning and design experience.
- Previous experience in community engagement.
- Previous experience in UX/UI design.
- Tertiary qualification(s) in Youth Work, Social Work, Psychology, Community Development, Health Promotion or a related discipline.

## 6. SPECIAL REQUIREMENTS

- Unrestricted right to live and work in 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.
- In line with current Government guidelines, this position will be based at home initially. As such a reliable internet connection will be required (however, technical support can be provided by Orygen to support your work).