

Job Description: Program Facilitator Role

You will be expected to perform the following roles:

Workshop Facilitation

This role entails the ability to facilitate interaction with program attendees, and ensuring that the messages of the early intervention mental health program messages are clearly delivered.

Support Engaging Program Delivery

As part of the Program Facilitator role you may be expected host some engaging program delivery methods. This may include leading role play scenarios, hosting icebreaker games, and interactive activities with program participants. You will be required to following pre-designed systems and procedures to execute this task.

Shared Events Logistic Responsibilities

This role entails ensuring that everything necessary is organised for the early intervention program and that staff are undertaking their duties in a safe working environment.

Key Responsibilities and Duties

The major objectives for the Program Facilitator roles are:

- Deliver early intervention program workshop programs
- Assisting in handling enquiries after a workshop
- Attending training and development to support early intervention programs
- Self-evaluating effectiveness against your own job description
- Facilitate workshops live, online and hybrid workshops
- Work closely with internal staff to successfully coordinate, deliver and facilitate Mind Blank programs

Our ideal candidate has:-

- Some experience in presenting, teaching, educating, or performing; ideally to primary school and high school age groups, and/or workplace environments.
- An interest in working in the mental health, youth and/or community sector/s
- Has their Mental Health First Aid and/or experience supporting early intervention practices in the workplace and/or willing to complete the equivalent training
- Has the ability to engage, inspire and motivate audiences through face-to-face and digital mediums
- Has a personal and professional standard to which they hold themselves accountable,
- Proven experience in following systems and process
- Resilience and the ability to handle unexpected changes
- A current Driver's Licence

Essential selection criteria

- Values driven attitude and passion to make a positive impact in the community
- Knowledge and understanding of working with young people
- As a Facilitator, they must hold a valid and current Working with Children Check or Police check that is relevant to the State and Territory in which they work.
- A tertiary qualification (equivalent Bachelor's Degree) in social or youth work, human or community services or other relevant field.