**Position Description**

**Family and Friends Reference Group Member**

1. **POSITION SUMMARY**

Participation of young people’s family and friends in service delivery is recognised internationally in mental health care as fundamental to ensuring an effective and responsive service system and essential component of quality assurance. The Family and Friends Reference Group is made up of a diverse group of volunteers of varying ages, genders, cultural backgrounds and family types. Along with the Youth Reference Group (YRG) the Family and Friends Reference Group assist with guiding the direction of **headspace** Parramatta.

Family and Friends Reference Group provides consultation and guidance to **headspace** staff around the needs of family members and friends of young people in the community, and providing better support to carers of young people accessing **headspace** services.

The aim of the Family and Friends Reference Group is to give those that support and care for young people in the community the opportunity to provide feedback and input into the strategic direction of **headspace** Parramatta. The Family and Friends Reference Group will be involved in the development of projects in the local community and within **headspace** to make our service more family-friendly. Family and Friends Reference Group members will be appointed for 18 months.

1. **KEY RESPONSIBILITIES OF THE GROUP**

The Family and Friends Reference Group will consult with **headspace** on a variety of topics and issues, and will be involved in a number of projects. This will be achieved by:

* Participate in bi-monthly meetings
* Being open and willing to participate in teleconferences, email and online discussions regularly
* Provide advice and feedback around the strategic direction and development of **headspace** services
* Be involved in the improvement and evaluation of **headspace** services
* Be involved in the development and delivery of community awareness projects and campaigns focused around reducing stigma and increasing mental health literacy in the local community
* Advocate for improved services to address the needs of family and friends in the local community
* Represent and advocate for the needs of family and friends in **headspace** leadership meetings, team meetings, and consortium/partnership meetings
* Undertake training about **headspace**, youth mental health, and other associated topics
* Completing a wellness plan and actively looking after all aspects of your health.

1. **CRITERIA**

* Have a relationship (family member or friend) with a young person who you have support on their mental health journey
* Have an interest and passion in youth mental health and the role of family and friends in a young person’s support and recovery
* Ability to work in a team and participate in group discussions as well as working independently
* Possess motivation, willingness and commitment to participate and respond to communications on an ongoing basis
* The ability to balance personal responsibilities with the demands of the Family and Friends Reference Group position
* Willingness to talk about youth mental health issues
* Access to the internet and telephone

1. **BENEFITS**

In exchange for your voluntary contribution of time, **headspace** will provide the following opportunities:

* Training and professional development opportunities.
* Networking within the youth mental health sector.
* Professional referees from **headspace.**
* Opportunities to attend conferences and other events.
* The chance to meet other like-minded and passionate family members and friends of young people with mental health issues

**Anyone who is a family member or friend supporting a young people on their mental health journey can apply!**

For more information, please contact [headspace.parramatta@flourishaustralia.org.au](mailto:headspace.parramatta@flourishaustralia.org.au) or

1300 737 616.