



familybasedcare Tasmania

STATE-WIDE COORDINATOR - MATES Program

Full Time 6 Month Contract

Flexible Location – Burnie, Devonport, Launceston, or Hobart

- A Tasmanian not-for-profit organisation which supports the wellbeing and growth of its employees.
- Competitive Salary with Salary Sacrificing up to \$15,900 per annum.
- Flexible work life balance including the option of a 9-day fortnight.

THE MATES PROGRAM

MATES is a Tasmanian Mental Health Directorate program across Tasmania matching volunteers with referred clients with a diagnosed mental illness who are ready to reconnect to their community.

THE ROLE

The position of State-wide Coordinator is responsible for the administration, delivery, development, and evaluation of the program across Tasmania. In this role you will be supported by a dynamic and skilled Enhanced Support Business Unit team of allied health professionals. The role works with participants and volunteers to design and implement a program of regional events / activities and communications that break down participant social isolation, increase their social connectedness and assists participants to engage again in society. You will also assess new referrals; attract, recruit and train volunteers; match volunteers with participants. New graduates or those studying part time are also encouraged to apply.

THE PERSON

To be considered for this role you will possess the following attributes:

- A relevant tertiary qualification and/or significant experience in the delivery of human services, project management, or volunteer management.
- Experience and/or ability to follow and implement organisational policies and contractual requirements.
- An understanding of issues impacting on people experiencing mental health issues.
- Excellent interpersonal skills and an enthusiasm for initiatives-based planning and programme co-design.
- An understanding of the channels and challenges of recruiting and training volunteers in line with existing policies.
- Highly developed communication and interpersonal skills including with people from a wide range of backgrounds and particularly those experiencing mental health issues.

To be considered for this role you will need to undertake a Pre-employment Medical Assessment and possess the following compliance requirements:

- A current Tasmanian Drivers' Licence.
- Current National Police Check.
- Proof of Covid-19 Vaccination with (2 + Booster).
- Current Tasmanian WWVP card with NDIS Worker Screening Check.
- Evidence or statutory declaration of no excludable offence or convictions whilst residing outside of Australia.

TO APPLY

To submit an application or request a Position Description email hr@familybasedcare.org.au
For general enquiries contact bmurfet@familybasedcare.org or call 03 6431 8411.

Applications close Friday 15 March 2024.