

Manager: Projects & Advocacy Position Description

Organisation: LELAN | SA Lived Experience Leadership & Advocacy Network

Position title: Manager: Projects & Advocacy

Employment status: Contract role 0.8-1.0FTE (SCHADS Award, Level 7)

Location: Adelaide, South Australia

Reports to: LELAN Executive Director

Contract period: 12-month contract commencing September 2021 (extension subject to funding)

About the Role:

The Manager: Projects & Advocacy role is a new position at LELAN and has been developed to expand LELAN's reach and capacity to deliver high quality projects and advocacy *by, for and with* the lived and living experience community in South Australia.

The Manager will work closely with the Executive Director, other staff, the lived experience community and organisational partners. **The role will provide support and leadership in the areas of projects, advocacy, team development and business growth.**

LELAN offers a dynamic workplace and collaborative team culture, it can be fast paced with quick turnaround times. **Being proactive, adaptable, creative and having a commitment to working together are the keys to success.**

As a lived experience-led organisation, LELAN team members have their own lived or living experience of mental distress, social issues or injustice. Determining whether you meet this 'criteria' can be tricky, we do not require people to explain their personal history during the application or interview process. As a guide, it is described in our industry that 'people with lived experience' have had experiences that significantly affected their life, changing the way they viewed themselves and their place in the world. Given that LELAN actively advocates for systems level change in the mental health and social sectors experience of accessing public mental health and other services and/or programs for your lived experience is preferred.

About the SA Lived Experience Leadership & Advocacy Network (LELAN):

LELAN's purpose is to amplify the voice, influence and leadership of people with lived experience of mental distress, social issues or injustice to drive change. The organisation has three areas of focus:

- Developing the capability and influence of people with lived experience
- Nurturing organisational and sector capacity for partnering with people with lived experience, and
- Impacting system improvement agendas to benefit people with lived experience

Mobilising the power of lived experience throughout South Australia is LELAN's vision. This underpins the work that we do and the way that we do it, embodying the knowing we have that lived experience matters. **Our values are courage, compassion, dignity, intersectionality, leadership and social justice.**

Duties and responsibilities of the Manager: Projects & Advocacy:

- Supporting and leading projects:
 - Facilitate the active and meaningful involvement of people with lived experience in projects and organisational activities
 - Ensure projects (including consultancy work) are developed, coordinated and managed effectively within timeline and budget
 - Contribute to project reporting, evaluation and dissemination of outputs
 - Design and facilitate quality co-design processes and training sessions
 - Nurture collaborative relationships with key stakeholders to support organisational goals and outcomes as well as the increased involvement of people with lived experience in service design and decision-making
- Representation and advocacy:
 - Collate and disseminate the insights and solution ideas of people with lived and living experience, linking these to policy and practice standards within the mental health and social service sectors
 - Provide informed, collective and strategic representation and advocacy from the perspective of people with lived experience of mental distress, social issues or injustice
 - Create opportunities for lived experience-led action and inform LELAN's systemic advocacy
 - Prepare reports and deliver presentations on behalf of the Executive Director as required
- Team and organisational development:
 - Work closely with and mentor other team members to ensure they are successful in their roles and that required standards and deliverables are met
 - Support the co-creation of resources and/or reports that articulate organisational philosophy and practice
 - Support robust evaluation of LELAN's work and the involvement and impact of people with lived experience
 - Work with the Executive Director to identify and respond to opportunities for growth

Skill and experience requirements:

- Personal lived or living experience of mental distress, social issues or injustice
- Demonstrated experience of and commitment to centering and enhancing the involvement and leadership of people with lived experience, particularly consumers, in communities and across all levels of an organisation
- Demonstrated experience leading and managing projects from idea to completion (including evaluation), with a great attention to detail
- Experience designing and facilitating workshops and co-design processes, particularly where this is *by, for* and *with* people with lived and living experience
- Strong planning and organisational skills, including establishing priorities, managing time well and delivering quality work within tight deadlines
- Ability to work independently whilst being a senior member of a team that is highly collaborative
- Ability to develop supportive, encouraging and engaging relationships with diverse groups
- Qualifications and high-level experience in peer work, mental health, social science, community development or related field
- Computer literacy, including ability to use Microsoft Office programs
- Commitment to the purpose and values of LELAN

We are committed to inclusion and accessibility for people with lived or living experience and welcome applications from people with: broad distress or mental health experiences (including psychosocial disability); diverse cultural backgrounds (including Aboriginal and Torres Strait Islander people); gender or sexually diverse identities (including trans and non-binary); and/or other disabilities.

Submitting your application:

Applications must include:

- Cover letter addressing each of the skill and experience requirements
- Resume / CV
- The names and contact details of at least two referees'

Further enquiries can be made by contacting Ellie Hodges, Executive Director, via ehodges@lelan.org.au or 0431 953 526. Additional information about LELAN can be accessed at www.lelan.org.au .

Applications close Thursday September 9th at 5pm. Please email to ehodges@lelan.org.au .

Interviews for the position will be held Friday September 17th, 2021.