

Western Australian Representation on the National Mental Health Consumer & Carer Forum (NMHCCF)

On behalf of the National Mental Health Consumer and Carer Forum (NMHCCF), the Mental Health Commission (MHC) in partnership with mental health consumer and family/carer organisations (the Selection Panel) invites applications from family/carer representatives for the NMHCCF.

An overview of the work of NMHCCF can be found on their website www.nmhccf.or.au and more specifically in their Operating Guidelines.

The NMHCCF is a key national, independent, mental health consumer and carer voice. Consumer and carer representation at the national level requires specific skills beyond an individual's own personal experiences. These skills include:

As system advocates, representatives must:

1. Be capable of reflecting the viewpoints and concerns of collective consumers or carers;
2. Be recognised as persons in whom consumers and carers and their organisations have confidence; and
3. Have strong communication links with their constituents so that they are able to provide the sort of representation that a diverse consumer and carer community requires.

NMHCCF members are expected to participate in the NMHCCF by:

- Attending meetings; three face to face meetings (usually March, June and October) in the Eastern States;
- Actively participate in discussions;
- Contributing ideas and expertise to the development of NMHCCF activities, policy and planning; and
- Following up identified actions.

Note an information session will be available for more information, see Selection and Application process below.

Position Description

Key tasks:

1. Represent Western Australian consumers or carers at the NMHCCF;
2. Articulate consumer or carer perspectives using system advocacy skills in a national policy development context;
3. Maintain connection with, and be actively involved in, the key networks of consumer or carer representatives in Western Australia;
4. Provide a conduit for information between the NMHCCF and the Mental Health Commission as well as relevant consumer or carer state based networks including but not limited to, WA Comms group which includes representation from CoMHW, Carers WA, Helping Minds and Mental Health Matters 2, using NMHCCF identified reporting processes;
5. Maintain regular contact with the state liaison officer; and
6. Fulfill duties of NMHCCF members as outlined in the Terms of Reference for the NMHCCF and the NMHCCF Operating Guidelines.

Reporting and Support

This information exchange assists members to promote the work of the NMHCCF and informs the NMHCCF and organisations, states and territories about relevant issues.

In Western Australia, consumer and carer representatives will be required to report to the Mental Health Commission, through the state liaison officer, currently Ms Louise Howe, Consumer Advisor about NMHCCF activities

The NMHCCF provides some training for its members, including induction training. Further mentoring and support will be provided by the nominating organisations and the Mental Health Commission as required. In Western Australia the Selection Panel meets quarterly with consumer and carer representatives.

Remuneration

The NMHCCF remunerates its representatives for NMHCCF related activities. Sitting fees are currently \$430 per day (pro-rated at \$86.00 per hour). Travel, accommodation and out of pocket expenses associated with NMHCCF related activities will be met by the NMHCCF.

In Western Australia payment is offered for the quarterly support meetings in line with the MHC Consumer, Family, Carer and Community Paid Partnership Policy at the Advisor Tier of \$75 per hour for a minimum of three hours.

Tenure

Members are initially appointed for a four-year term. Each member's appointment is reviewed by their nominating State organisation after their first four years and are eligible for subsequent two years terms. There is no maximum length of tenure for NMHCCF representatives.

Selection criteria

1. Demonstrated ability to provide an understanding of consumer or carer perspectives at a system advocacy level. For example, skills could include:
 - An understanding of the principles of consumer or carer participation;
 - Being widely informed of and able to represent consumer or carer experiences beyond one's own personal experience;
 - Familiarity or the ability to gain familiarity with state or territory and national policy issues in mental health;
 - Being able to provide advice and strategic direction to the NMHCCF on behalf of Western Australian consumers or carers; and
 - Being able to problem solve, use initiative and contribute to the goals of the NMHCCF.
2. Demonstrated ability to maintain networks with state or territory-based consumer or carer mental health organisations or government bodies and their constituents.

3. Well-developed interpersonal skills including the ability to work as part of a team and also maintain good working relationships with NMHCCF members and other stakeholders in the mental health policy development process; e.g. government, service providers.
4. Well-developed communication skills including listening, providing feedback, negotiation and the demonstrated ability to use these to achieve results.
5. Willingness to participate in training relevant to the work of the NMHCCF (this training is not onerous and would be provided through the NMHCCF).
6. An understanding of the diversity of the cultural and linguistic backgrounds of our community, and the impact this has on consumers and their families' experiences of mental illness.

A letter of support should be provided by a relevant consumer or carer organisation outlining your suitability for the role.

Selection and Application Process

The Selection Panel uses the NMHCCF selection process outlined in their document A nationally consistent approach for NMHCCF consumer and carer selection and representation. Mental health consumers and carers interested in being a Western Australian representative on the NMHCCF should complete the application form, address each of the selection criteria (maximum of 1500 words in total) and provide a letter of support from a relevant consumer or carer organisation.

An online information session to provide an overview of the role will be held on 12 January. Register at [Eventbrite](#).

A selection panel will review and short list the applications; an informal interview may be required. The outcome of applications will be announced by the end of February 2023.

Applications can be sent by:

- Email: cath.colvin@mhc.wa.gov.au **NMHCCF rep** in the subject line; or
- Post: Mental Health Commission, GPO Box X2299, Perth Business Centre, WA, 6847.

For further information please contact Ms Cath Colvin on 6553 0579 or by email to cath.colvin@mhc.wa.gov.au

Applications must be received by 5pm, Monday 13 February 2023.