

Position Description

Position Title:	Lived Experience Coordinator, Suicide Prevention, Illawarra Shoalhaven
Responsible to:	Program Manager, Suicide Prevention, SE NSW
Responsible for:	Nil direct reports
Location:	Wollongong or Nowra
Status:	Part time with a willingness to work after hours as required
Hours:	22.8 hours per week (0.6 FTE)
Salary Range:	
Conditions:	National Employment Standards Employment Contract Company policies and procedures
Remuneration & Benefits:	Base salary plus superannuation at statutory rate Salary packaging up to \$15,900 per annum Professional development opportunities Flexible work practices
Probity Checks:	Reference Checks National Criminal Record Check Qualifications / Certifications required for position
Level of Delegation:	In line with Delegations Policy

Organisational Context

The successful applicant for the position will be employed by COORDINARE to support the work of the Illawarra Shoalhaven Suicide Prevention Collaborative. The following provides a brief overview of the work of both entities.

Illawarra Shoalhaven Suicide Prevention Collaborative ('The Collaborative')

The Collaborative was founded in 2015 on the common ambition of multiple government and non-government agencies to reduce the number of suicide deaths and attempts in the Illawarra Shoalhaven region. The Collaborative now consists of representatives from more than 40 significant organisations across health, education, community, local media, police, ambulance, employment agencies, Aboriginal organisations, local councils, and transport, as well as a significant number of lived experience* advocates.

The Collaborative aims to reduce the impact of suicide by:

- improving the supports available to people at risk of suicide as well as improving people's experience of those supports
- encouraging systems change through collaboration
- ensuring that suicide prevention efforts are effective

Using an evidence-based approach to suicide prevention, the Collaborative aims to build a culture where, rather than working in silos, people and organisations are committed to playing their role as part of a community.

*The Collaborative defines lived experience of suicide as having experienced suicidal thoughts, survived a suicide attempt, cared for someone through suicidal crisis, or been bereaved by suicide.

COORDINARE - Primary Health Network for South Eastern NSW

COORDINARE is the Primary Health Network for South Eastern NSW supporting primary care in the region to be person centred, safe and high quality, comprehensive; population orientated; coordination across all parts of the health system. COORDINARE provides a unique blend of private and public perspectives and innovative thinking which aims to ultimately transform the health of people in the region.

COORDINARE has adopted a business model that is data-driven, using clinical expertise and consumer feedback, to determine local needs and design initiatives that improve health outcomes, achieve better patient experiences, enhance provider satisfaction and deliver value for money. Using population health data, working closely with our GP-led Clinical Councils, our Community Advisory Committee and through our strategic alliances with the Local Health Districts, we set clear local priorities as well as identify strategies to implement the national priorities locally.

COORDINARE will work at four levels within the health system to achieve person centred care:

1. **Involving consumers** in decision-making both at an individual level – around people’s own health, treatments and illness-management and at an organisational level – around policy development, service design, delivery and evaluation.
2. **Supporting general practice** as the cornerstone of primary care
3. **Working within local communities** to ensure services improve outcomes for at-risk, high needs groups
4. **Building system enablers and designing service improvements** to optimise pathways for patients and coordinate their care.

Purpose

This role is a member of the Suicide Prevention team and is responsible for working with, supporting and developing the capability of lived experience members of the Illawarra Shoalhaven Suicide Prevention Collaborative (ISSPC).

Decision Making

Decisions regarding the overall direction and progress of the Collaborative are made in consultation with members of the ISSPC Executive and the relevant subject matter experts for the nominated activity. The decision making process required for the ISSPC is outlined in its Terms of Reference.

The Collaborative strives to work in a way consistent with the ‘Four Counter-Intuitive Principles of Network Leadership’ (see <https://scholarworks.gvsu.edu/cgi/viewcontent.cgi?article=1009&context=tfr> for more information). These principles are central to the culture of the Collaborative and are an example of its commitment to not just implementing evidence-based interventions, but also adopting an evidence-based way of working.

More information about the work of the Collaborative can be found at <https://www.suicidepreventioncollaborative.org.au/>

Key Accountabilities

- Champion the Collaborative's Lived Experience Framework and support its implementation through ensuring the meaningful and active involvement of people with lived experience in the planning, implementation, and evaluation of suicide prevention activities.
- Role model effective use of purposive and safe sharing of lived experience to influence systems change, including public speaking.
- Use strengths-based and trauma-informed language and communication skills to engage, build up and empower people.
- Respond to inquiries from people with lived experience and community members, establishing positive relationships and providing induction and onboarding support.
- Provide support to, and regular opportunities for, lived experience members to develop their capability to contribute to the Collaborative through the facilitation of small and large group discussions, individual interactions, sharing information, developing resources, and organising training programs.
- Assist with the development and implementation of Collaborative projects.
- Establish and maintain collaborative and constructive relationships with Collaborative members.
- Facilitate and provide ongoing support for consultation and community engagement activities aligned with the Collaboratives priorities.
- Contribute to research and evaluation activities from a lived experience perspective.
- Undertake various administrative tasks associated with role (e.g., scheduling meetings, taking meeting notes).
- Report regularly on progress to the Project Manager, Program Manager, and the Collaborative Executive.
- Undertake other reasonable duties as required and directed by the Program Manager.

Key Relationships

- Internal – Program Manager, Suicide Prevention SE NSW; Project Manager, Suicide Prevention Illawarra Shoalhaven; Project Officer, Suicide Prevention Illawarra Shoalhaven; Project Manager, Suicide Prevention, Southern NSW; Director Engagement and Coordination; Director Consumer Participation; Mental Health Peer Coordinator; Mental health commissioning team; Communications team; Project Manager - Regional Mental Health and Suicide Prevention Plan
- External – members of the Illawarra Shoalhaven Suicide Prevention Collaborative including ISLHD staff; people with lived experience of suicide; emergency services (e.g., Police, Ambulance); Aboriginal and Torres Strait Islander representatives; Local Government; Non-Government Organisations; health professionals/groups identified as relevant; local businesses; and members of the community.

Key Challenges

- Ensuring lived experience members with diverse backgrounds, knowledge, readiness, skills, and interests are provided with sufficient support to enable them to make meaningful, effective contributions to the Collaborative's work.
- Supporting collaborative way of working between people from diverse backgrounds and perspectives, including breaking down stigma and valuing different forms of expertise

- Supporting people with lived experience to work effectively with a range of professional stakeholders, including health professionals and clinical service providers.
- Establishing rapport and building trust with people with lived experience of suicide whilst managing expectations about achieving impact in a complex issue and environment
- Building and maintaining a network of lived experience members who reflect the diversity and difference of the Illawarra Shoalhaven community, and diverse experiences with suicide.
- Maintaining healthy boundaries, personal resilience and commitment to outcomes whilst developing and maintaining strong relationships with key stakeholders

Selection Criteria

Essential:

1. Lived experience of suicide, i.e., having experienced suicidal thoughts, survived a suicide attempt, cared for someone through suicidal crisis, or been bereaved by suicide.
2. Experience in one or more of the following: facilitating codesign/coproduction, peer work, suicide prevention, mental health or social service delivery, community development, community engagement, or related advocacy work.
3. Knowledge of the role of lived experience in mental health and suicide prevention systems reform.
4. Highly developed interpersonal, communication, and relationship management skills, including experience in contributing insights drawn from one's own lived experience.
5. Demonstrated experience and results from providing support, mentoring, or coaching to vulnerable, stigmatised, or disempowered individuals.
6. Demonstrated ability to facilitate effective meetings, workshops, and consultations.
7. Strong organisational and time management skills.
8. An ability to work both in a team and independently, with a high level of flexibility and initiative with minimal supervision.
9. Good computer skills including proficiency in MS Office applications, the ability to understand and learn new computer applications.
10. Current NSW driver's licence, access to a comprehensively insured motor vehicle and a willingness to travel as part of this role.

As the incumbent of this position, I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee Name:

Employee Signature:

Date:

Manager's Name:

Manager's Signature:

Date:

Date	Version No.	Author	Approved by	Reason for update
June 2021	1	Program Manager Suicide Prevention SE NSW		New
June 2022	2	Program Manager Suicide Prevention SE NSW		Increase to 0.6FTE, minor key accountability update