

Reconciliation Action Plan Implementation Coordinator

Play a vital role in supporting change in a leading mental health service!

The RAP Implementation Coordinator is a newly created role that will provide expertise and support to Neami's continuing approach to achieving change through the roll out of a national Reconciliation Action Plan.

Neami National is a recovery and rehabilitation service supporting people living with mental illness and psychiatric disability to improve their health, live independently and pursue a life based on their own strengths, values and goals.

What would I be doing? The RAP Implementation Coordinator position will be responsible for coordinating the implementation of the national Reconciliation Action Plan. The Implementation Coordinator will work closely with the Senior Manager Innovation and Projects to ensure internal stakeholders are coordinated and supported to deliver on the actions outlined in the current plan. This may require co-ordination of working groups, consultation with internal and external stakeholders, providing internal consultation where needed, preparing progress reports for the National Leadership team and Neami Board, developing plans and practices that ensure that internal stakeholders meet deadlines.

It is expected that the RAP Implementation Coordinator will have experience in project coordination, have well developed stakeholder engagement skills, strong interpersonal skill and the ability to apply change management processes.

Employment Information

- Pay: CSS Level 5 \$83,067 - \$87,140 pa (\$42.03/hr - \$44.09/hr) depending on skills and experience
- Part Time (3 days per week, 0.6FTE)
- Maximum Term 14 month contract
- Police check

Key Responsibilities

- Project coordinate with an ability to apply change management processes
- Stakeholder engagement skills including interpersonal skills
- Participate fully as a team member, working to deadlines

The filling of this position is intended to constitute a special/equal opportunity measure under section 8(1) of the Racial Discrimination Act 1975 (Cth), and s 12 of the Equal Opportunity Act 2010 (VIC) and s 8(4) of the Charter of Human Rights and Responsibilities Act 2006 (VIC).

The position is therefore only open to Aboriginal and/or Torres Strait Islander applicants.

Neami is committed to providing culturally suitable coaching and supervision for this position. We will work with the successful applicant to develop this process.

If you are interested in this role, please apply online <http://neaminational.org.au/work-us/career-opportunities> where you will need to upload a copy of your resume and cover letter.

Closing date for applications is: **Sunday 22 July 2018**

For more information, please contact: Ellen McNaught, Senior Manager Innovation and Projects (03) 8691 5300.

CLICK TO APPLY