



POSITION	Facilitator Coordinator VIC/SA
SALARY	\$64,677.50 inc. superannuation (\$59,066.21 base rate pa)
EMPLOYMENT TYPE	Permanent Full-Time
LOCATION	Melbourne
START	Jan/Feb 2021

batyr is a 'for purpose' preventative mental health organisation, created and driven by young people, for young people. We run programs that help smash the stigma surrounding mental health and empower young people to reach out for support. We help create supportive communities.

We are an energetic, fun and dynamic team who are passionate about changing the way we speak about mental health. Excitingly, we are on the hunt to build our team with even more passionate, skilled and driven people to continue to develop our high-performance culture and expand the reach and impact of batyr. If you want a workplace where you can bring all of your full, weird and wonderful self to the office each day, this is the place.

#### working with us

At batyr, we care deeply about those we welcome into our work-family and do our best to support our team. We do this by:

- providing all permanent staff with a wellbeing budget that you can use on a gym membership, a new surfboard, pottery classes, music lessons, a spa treatment, a new book... almost whatever you need to help keep you feeling good
- providing wellbeing sessions and ongoing professional development, including Mental Health First Aid accreditation
- wellbeing leave - your personal leave doesn't just have to be for sick days, at batyr you can also use this leave to support your mental health and wellbeing
- mid-year and start-of-year retreats
- flexible working arrangements
- salary packaging up to \$15,900 pa - because we're a not for profit, you can choose to receive a proportion of your wage as a reimbursement of personal expenses, with no income tax payable on this money
- a bring your own device policy, with reimbursements for using your own phone and computer

batyr is committed to providing a safe, culturally appropriate, inclusive environment for all people, regardless of their ethnicity, faith, disability, sexuality, or gender identity. We believe that everyone's voice is valid and worthy of being heard and because of this we strongly encourage people from all backgrounds to apply, especially those from minority or marginalised communities.

#### about you

You relate to Morpheus, Yoda, Master Splinter the racoon sensei from Kung Fu Panda, because these characters are masters in training and development. You are also a master of Facilitation and engaging with young people. You have your ear to the ground on everything pop culture and youth-related, and love driving conversations and orchestrating group dynamics by bringing all the energy and getting people excited and passionate.

You're pretty much a chameleon, because you are just as comfortable chatting to a group of one hundred year 9 girls as you are engaging with a group of corporate uni graduates. Your emotional intelligence is next level and you're super confident reading a room. You strive for best practice and ensure that your team are well equipped to achieve their full potential, motivated to smash the stigma around mental health and deliver safe and relatable programs to young people. Your organisational skills are admired by many. You are motivated, hard working and flexible in your approach to work and engaging with people.

### position summary

The Facilitator Coordinator will work with the team to drive the recruitment, training and development of our casual team of Facilitators and Coordinators to deliver batyr@school, batyr@uni and batyr@work programs. batyr prides itself on the quality of our programs and this role will be pivotal to ensuring that our programs are delivered in the safest and most engaging way possible.

This role will report to and work closely with the State Manager VIC/SA to ensure the quality delivery and evaluation of all programs in your region. Supporting the delivery of our existing programs and upskilling the casual team will be your main priority, however, you will also support the roll out of new programs. Meticulous recording and tracking of casual employee development will be crucial to the success of the batyr programs in your region. This role will be working closely with a creative team to ensure batyr's programs continue to be of high quality and align to the core of what batyr does.

The Facilitator Coordinator will report directly to the State Manager VIC/SA based in Melbourne.

All candidates will need to hold a current Working with Children Check and Police Check, or be willing to obtain these within one (1) month of starting the role.

### key responsibilities

- Coordinate the ongoing recruitment of a casual workforce in Victoria and South Australia, including program facilitators and coordinators
- Training and ongoing development of casuals across both states to ensure high quality of batyr program delivery
- Work closely with the Facilitator Coordinators in other regions to develop and maintain processes and resources for training and developing casuals
- Develop and maintain your own exceptional facilitation and coordination skills for all batyr programs
- Engagement of casual workforce to grow batyr culture and impact
- Facilitate and coordinate batyr programs as required
- Co-facilitate weekend Being Herd workshops; workshops that require small group work facilitation skills, empowering young people to safely share their stories of lived experience
- Track and report on engagement and help-seeking rates and ensure these targets are met
- Assist the State Manager and VIC/SA team in ad hoc tasks as required

### primary selection criteria

- Active interest in tackling mental health stigma in young people
- Experience in facilitation with tertiary and high school students, ideally with large audiences
- Excellent ability to take on and implement feedback
- Ability to support the training and ongoing development of casual program delivery staff
- Ability to oversee and support a pool of casual staff, including exceptional organisational skills
- Outstanding oral and written communicator

### desirable selection criteria

- Certificate IV in Training and Development
- Full driver's license
- An ability to travel interstate if required

### how to apply

Please email [careers@batyr.com.au](mailto:careers@batyr.com.au) by 9am Monday 11 January 2021, with your CV, cover letter, and a link to a Youtube video of you answering the questions below. If you have a notice period you'd need to work in your current role, it would be great if you could please include the duration of this in your cover letter. And please pop the job title and where you saw this ad in the subject line of your email.

Here are the questions we'd love you to answer in your application video -

1. We would love to get to know you. Tell us who you are and what you like to get up to for fun.

2. At batyr we love a good story: please tell us a short story about an embarrassing moment you've had.
3. Picture this - you're delivering a program, it's 2pm on a Friday and the energy is low. How would you explain the importance of self-care to a group of 15 year old males who would probably rather be on a maccas run right now?

Applying for a role like this might feel a bit different to your usual job interview. That's because engaging a room full of young people is something that requires a bucket load of energy. We want to get to know the you that would be in front of young people, not the you in corporate wear. So, be yourself and let us get to know who you are!

It would be great if you could keep the video to around 2 minutes. [Here's a handy tutorial](#) if it's your first time uploading a video to YouTube, and make sure to make your video 'unlisted', so only people with the link will be able to watch it.

We want to make sure this process is as inclusive as possible, so if you have any issues with submitting a video please reach out to us.

batyr is a safe and inclusive workplace. Those from minority or marginalised communities are particularly encouraged to apply. This includes, but is definitely not limited to, people with a lived-experience of mental ill health, Aboriginal and Torres Strait Islander people, culturally and linguistically diverse people, LGBTQIA+ people, and people with disabilities.