

Position title: Experiential Wellbeing Services Facilitator

Term of employment: Casual / Part-time

Location: Te Whanganui-a-Tara / Wellington

Remuneration: Current Living Wage

Timeline

- **Deadline for online application: 14th Jan, 12pm**
- **Applicant Hui: 14th Jan 2021, 5.30-7.30pm.** *(This is a group information session to find out more about the company and what the job involves. This is your opportunity to hear from the MHFR facilitators and ask them questions. Please note: This is not a group interview.)*
- **Round 1 and 2 of interviews:** Interviews are in Wellington on the weeks of 19 Jan - 4 Feb
- **Job offer will be sent** 8 Feb 2021
- **Training starts** Mon 15th Feb Please note: You must be available for a training day on 16th Feb 2021

Want to use your facilitation skills to enable people to engage well with their own mental health and the mental health of others? Want to help coach people to feel confident responding to mental distress? Want to be part of an organisation that values the wellbeing of its people at the very core of day to day operations?

Join the CoLiberate team as a facilitator for our Experiential Wellbeing Services! This is an exciting service delivery role where you will be at the centre of our impact, enabling and witnessing first hand perspective shifts as you deliver CoLiberate-made skills trainings and hosted sessions directly to a range of clients in a

group context. You will be responsible for offering participants a high quality positive experience of CoLiberate services, working in close partnership with your team members, and debriefing internally to ensure insights are passed on, services evolve, and team practices develop.

This is a very rewarding role for the right person - where you will be part of a team that cares deeply about workplace wellbeing and achieving direct, positive impact when it comes to uplifting the support capabilities of everyday people in New Zealand.

We are renowned for our high quality delivery and outstanding facilitation - join our team and be part of the change!

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About **CoLiberate**

CoLiberate is a rapidly growing social enterprise working nationally to enable the mental health and wellbeing capability of Aotearoa, New Zealand. Under the CoLiberate umbrella we run both 'The Workshop' and 'The Well'. 'The Workshop' is our range of practical skills training services including our renowned Mental Health First Response Certification. 'The Well' is Aotearoa's first mental health and wellbeing gym hosting group sessions for individuals from the middle of Wellington city.

The Workshop...

The Workshop's approach is centered in building care, confidence and resilient networks of support for workplaces and our wider communities. We start by addressing the skills deficit in workplaces, enabling all kinds of people to have the little conversations around mental health support that they may not have felt confident having before. From there, we work with each workplace to integrate the training with routines and practices that enable the network of informal support to develop and strengthen. **CoLiberate believes in a future in which each and every one of us has a trusted someone who we can rely on to notice when we're struggling and who will have the skills and tools to connect us with the support we need.**

Since delivering our first skills training course in October 2017, feedback has been overwhelmingly positive and our proven effective skills training programmes are now in high demand. With increased capability to now deliver remotely as well as in-person, we are reaching more corners of Aoteroa, increasing accessibility and broadening our impact. So far we have certified 1250 people across 250 organisations to date. In our recent impact survey, it is estimated that in 2020 CoLiberate trainees are collectively having 300,000+ critical supportive conversations every year, which have improved wellbeing, connected people to the right support and saved lives.

The Well..

The Well is a place you can go to develop personal wellbeing strategies, reconnect with yourself and others and build personal toolkits. The Well runs a regular timetable of one-hour long facilitated sessions centred in creative based mindfulness, creativity, reflection and movement. The Well is supported by and located at **two/fiftyseven**.

We are looking to expand our facilitation team across both branches of CoLiberate's services - The Workshop & The Well. We are up for designing the role to suit the right person and this may involve working within one of or both branches of the organisation.

The role will involve some, or all of the following:

- Co-facilitating CoLiberate's Mental Health First Response (MHFR) & other Skills Training sessions. (Usually 9am-5pm)
- Travel to deliver in-person in multiple NZ locations
- Delivering services online via digital conferencing software (Usually within 9am-5pm hours)
- Direct one-on-one coaching of participants within group training schedule
- Delivering custom shorter follow up sessions in active clients' workplaces
- Contributing to session planning for The Well
- Hosting The Well sessions (Usually between 5 and 9pm with some morning and daytime sessions)
- Co-hosting and supporting sessions in both The Well & The Workshop as a Mental Health First Responder, including offering individual peer support
- Setup and Packdown for all sessions alongside co-host

Please note: There is potential for growth in this role- you might start in delivery of services that most align with your existing skillset and over time develop your toolkit towards delivering a wider range of CoLiberate services. The role may also lead to other offers of work such as helping the Programme Development Team co-design bespoke trainings or further develop existing services where necessary.

Experience in group facilitation, coaching (group or one on one), or teaching group sessions will be helpful for this role. Specific training will be provided. You will have plenty of practice opportunities and inhouse support on this learning journey.

If selected for this role, your paid training period will begin on **15th Feb** and we will require you to be available to participate in the MHFR certification course on the **16th Feb** as part of your training.

Please note: you must be Wellington based or willing to relocate in order to be offered a role.

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Details about The Workshop Delivery

Your main focus will be delivering CoLiberate's Mental Health First Response (MHFR) Skills training. MHFR delivers key understandings, skills, and practices so people can leave feeling confident in their ability to provide first response to distress, and co-care support for their wider community or workplace. It's a succinct and robust training that enables individuals to respond quickly and effectively. We deliver this 1 day training in-person within organisations and can travel anywhere in Aotearoa as per the client's request. We run courses open to the public in Wellington, and also offer an online adaptation of MHFR delivered over two half days.

You will be following a training pathway that enables you to lead 2 of the 4 modules alongside a co-facilitator. You'll be guiding participants to achieve set outcomes and uplifting participant confidence throughout the training, using strengths-based coaching and experiential learning cycles. The Co-facilitation approach to leading these sessions ensures participants have the support they need through what can sometimes be sensitive subject matter.

Key Responsibilities:

- Hosting participants to feel comfortable participating in this hands-on training.
- Connecting with and coaching participants through the steps of our CONVOS framework for crisis response and early intervention.
- Attentiveness and responsiveness to the room - Every course will have its own specific challenges which will demand you to be self-aware, and able to listen, sense, respond and adapt your approach to meet the individuals in front of you.
- Inspiring people to shift into a stigma-free positive mindset towards mental health.
- You'll be available to apply your own MHFR skills to provide supportive conversations to individual participants as required through the training.
- Embodying and upholding CoLiberate's core values by being Bold, Empathetic, Open & Collaborative
- Taking part in the processes that support delivery (eg. briefings & debriefs), contributing to team culture and community of practice by unpacking your experiences, sharing learnings, giving and receiving feedback, supporting and challenging others, asking questions to promote collective growth.
- We regularly run our MHFR Skills Training from different locations around Wellington & Aotearoa as well as online. Every course is unique so flexibility & adaptability is a must!

Details about **The Well** Delivery

CoLiberate are back with their one of a kind Wellbeing Gym - **The Well**. Centred in the middle of Wellington City, **The Well** runs a regular timetable of one-hour long facilitated sessions. We have a whole range of sessions based in mindfulness, movement, reflection, and holding space! These sessions are created by CoLiberate.

Key Responsibilities:

- Hosting new and existing members and helping all to feel welcome and comfortable participating at their own level.
- Holding space for individual growth within a group session context, leading activities without prescribing outcomes
- Being responsive to the emotional needs of the room, and adapting sessions accordingly.
- Treating a wide range of individual members with unconditional positive regard and encouragement.
- Using MHFR skills to respond to individuals in distress when necessary.
- Ensuring seamless guided experiences and upholding a high quality of service across a range of forms.
- Working closely with a co-host, sometimes in a support role yourself.
- Taking part in the internal processes that support delivery (eg. briefings & debriefs), contributing to team culture and community of practice by unpacking your experiences, sharing learnings, giving and receiving feedback, supporting and challenging others, asking questions to promote collective growth.
- Setting up and packing down the equipment in the room
- Reporting on and evolving services where required

We are a fast moving company interested in the growth of our people, so this role may lead to future training to step into the facilitation of some of our other experiential wellbeing offerings.

You will be working closely with the Head of Service Delivery who will be coordinating your workflow and Head of Training who will enable a supportive learning environment to ensure you thrive in this role. You will join a team of amazing and experienced existing facilitators!

Depending on your availability and training pathway, this role can adapt to suit you. The Hui will be the space you can access answers to any questions you may have!

The qualities we would love to **see in you:**

- Confidence in presenting and organising information clearly
- Open, compassionate, warm and comfortable with new people
- Open to diverse ways of communicating and conscious listening
- Comfortable to hold space for a wide range of emotions
- Due to the sensitive nature of the work we do, we expect everyone in our team to come to their work with a lens of compassion, kindness, integrity and generous assumptions!
- Collaboration - a lot of team work is involved.
- The ability to lean into uncomfortable or difficult conversations
- Self-responsibility and awareness
- A strong willingness to learn
- Passion about a positive proactive approach to mental health and interest in the current mental health landscape of Aotearoa, New Zealand.
- Respect and interest in Te reo / Te Ao Māori and Te Tiriti o Waitangi. We are working to better integrate kaupapa Māori into our programme delivery, so if you feel that you could contribute to this mahi, that would be a huge bonus for us!

Skills & Prior experience (a bonus but not required)

- Experience in facilitating, presenting, teaching, performing, or public speaking.
- Facilitating any group work
- Coaching experience - one on one or group.
- Experience working in a strong partnership or team.
- A full drivers' licence.

In this role, **you will:**

- Join a great team!
- Connect with many new individual participants from a range of industries
- See first hand direct impact of your work
- Receive a Wellbeing/therapy allowance
- Have opportunities to travel in NZ
- Contribute to the future of a positive mental health culture in our country

Remuneration

You will be paid an hourly rate of \$21.10 - The standard Living Wage, with prep and care time incorporated into your pay schedule for delivery work.

You will be a key person to ensure 300,000 MHFR conversations happen next year. This will enable more people to confidently reach in to help someone who is struggling to get the support needed.

How to Apply

To apply please send us your CV and a cover letter,

We're open to whatever medium best represents you as a cover letter. A short video, voice recording or written story, or something else entirely! We would love to hear about your suitability for the role, your relevant skills or life experiences, your level of enthusiasm and passion for the role, and any further appropriate supporting information

Please send through your application to Grainne at hello@coliberate.co.nz by midday on Thursday 14th Jan, 2021 – Please put '**Job Application: Facilitator Role**' in the subject line of your email.