

# POSITION DESCRIPTION: Youth Consumer Advisor

## About Adventure Development

<b>Purpose:</b>	Adventure Development (ADL) is a not for profit organisation that aims to help young people and their whānau who are dealing with alcohol and drug issues and/or mental health difficulties.
<b>Our Aim is:</b>	<p>We support and empower young people and whānau to live meaningful, valued and enriched lives through collaborative relationships and sustainable, innovative and responsive services.</p> <p>We work for Pae Ora/ healthy futures as determined by Māori and uphold the articles of Te Tiriti o Waitangi in our service to ensure equitable outcomes.</p>
<b>Our Kaupapa:</b>	<ol style="list-style-type: none"> <li>1. Tika and Excellence “Doing what’s right, and just, and doing it well”</li> <li>2. Mauri and Dignity Enhancing “Actively holding hope and vision for the future, everyone is valued and valuable.”</li> <li>3. Kia tina and Adventure “Having big dreams and going for them”</li> <li>4. Kotahitanga and Relationship “Journeying together, doing it with heart”</li> </ol>

## Position Purpose

<p>The role of ‘Youth Consumer Advisor’ involves giving your opinion based on your experience (in using youth mental health services) and from your knowledge (what you know about other young people’s experiences of using mental health services). You will do this by actively participating in meetings, commenting on all parts of the service, and having a say in any of the decisions that impact on the young people and whānau <i>using</i> the service. Your <i>active participation</i> means that your voice is heard and will influence service delivery and development.</p>	
<b>Reports to:</b>	Kaiwhakahaere Māori
<b>Direct Reports:</b>	N/A

## Position Responsibilities

<b>Support the delivery of high quality, accessible, and respectful services for young people</b>	<ul style="list-style-type: none"> <li>• Give advice and guidance that supports ADL to:           <ul style="list-style-type: none"> <li>○ Provide services that reflect the principles of the Treaty of Waitangi</li> <li>○ Provide services that are accessible to young people and their families/whānau</li> <li>○ Ensure that all interactions with clients, and their whānau are engaging and respectful</li> </ul> </li> <li>• Participate in the Quality Team meetings and activities</li> <li>• Participate in external and internal audits</li> </ul>
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	<ul style="list-style-type: none"> <li>• Participate in policy review and development</li> <li>• Obtain and consider feedback from young people</li> </ul>
<b>Provide advice and guidance</b>	<ul style="list-style-type: none"> <li>• Contribute a youth consumer perspective to ADL's strategic direction and planning.</li> <li>• Provide Youth Consumer advice and guidance to the Chief Executive (CE) and the Executive Leadership Team (ELT), ADL's Board of Directors.</li> <li>• Provide advice and guidance to AD Work Groups and Teams.</li> </ul>
<b>Support outward facing engagement and processes</b>	<ul style="list-style-type: none"> <li>• Support the CE and ELT in developing effective recruitment processes that include a clear youth consumer perspective, and directly participate in recruitment interviews.</li> <li>• Where time permits, support and/or represent the CE, the ELT, Service Leaders and ADL staff in establishing and maintaining relationships with Youth focused services and organisations, funders and regional and national bodies and organisations.</li> </ul>

## Health & Safety

Adventure Development believes the engagement of all team members in Health and Safety management is essential for good Health and Safety practice. All ADL team members will demonstrate their commitment to Health and Safety by:

- Ensuring their own Health and Safety and that of others around them
- Being actively involved in the management of hazards and risks their position might be exposed to
- Participating in all Health and Safety initiatives that apply to their position, and any other initiatives of interest
- With appropriate support and/or training provide suggestions and solutions for the improvement of Health and Safety practices at ADL

## KEY RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"> <li>- Board Chair and Directors</li> <li>- Chief Executive</li> <li>- Executive Leadership Team</li> <li>- Service Leaders</li> <li>- Team Leaders</li> <li>- Staff</li> <li>- Clients of ADL services</li> </ul>	<ul style="list-style-type: none"> <li>- Werry Workforce</li> <li>- Youth Consumer Advisors</li> <li>- Youth Services</li> <li>- Community groups</li> <li>- Advocacy groups</li> </ul>

## PERSON SPECIFICATION

Requirement	Essential	Preferred
<b>Location</b>	Dunedin-based	
<b>Skills</b>	Ability to participate and engage in meetings and discussion; and/or provide written and/or oral feedback in order to highlight the voice of	Microsoft word and Outlook

	young people accessing mental health and addiction services.	
<b>Knowledge and Experience</b>	A young person who has used a mental health or addiction service	A young person who has been involved with an Adventure Development service
<b>The way we work (expected behaviours)</b>	Adventure Development has a Code of Conduct and Ethics that describes the behaviour expected from all employees.	

This position statement has been read and agreed.

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Signature of the Employee

...../...../.....

Date

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Signature of the Employer

...../...../.....

Date