



Canadian Mental
Health Association
Mental health for all

Association canadienne
pour la santé mentale
La santé mentale pour tous



years of
community
ans dans la
communauté

Career Opportunity

National Lived Experience Specialist

Full-time permanent hybrid

The Canadian Mental Health Association National Office is seeking qualified applicants for the role of National Lived Experience Manager to join the National Office team. This role is for you if you believe in the importance of the voice of lived and living experience in mental health and want to ensure that that perspective drives the work of CMHA.

About CMHA: Founded in 1918, the Canadian Mental Health Association (CMHA) is the most established, most extensive community mental health network in Canada. Through a presence in more than 330 communities across every province and one territory, CMHA provides advocacy and resources that help to prevent mental health problems and illnesses, support recovery and resilience, and enable all Canadians to flourish and thrive. Our vision is a Canada where mental health is a human right.

CMHA's National Office supports the federation and drives system and social change. We are leading a campaign to ensure that Canada has universal mental health care: www.actformentalhealth.ca This position is with the National Office and supports the federation.

Reporting: National CEO; Chair, National Council of Persons with Lived Experience

Position Summary: In this new position, the Manager develops and implements a plan for the National Office to ensure meaningful engagement with the voices and perspectives of lived experience including providing support to the National Council of Persons with Lived Experience (NCPLE), a volunteer oversight committee to the Board of the National Office. The Manager appropriately shares their personal lived experience and understanding of the impact of mental illness, treatment and recovery. The Manager also demonstrates the values and principles of lived experience including being recovery-oriented and trauma-informed, recognizing lived experience as expertise, and maintaining a strength-based approach.

Location: The role is based out of the CMHA National office in Toronto at 250 Dundas Street West. To encourage collaboration and explore new ways of working, CMHA National supports a hybrid work model of 2 days in the office and 3 days working from home.

Responsibilities:

- 1) To support the work of the National Council for Persons with Lived Experience;
 - Support the development and implementation of the strategic plan including implementing workplans
 - Plan for and support committee meetings including setting a calendar of meetings, taking minutes, following up on action items
 - Support volunteer development and training
 - Support the volunteers to participate in the work of the National office
- 2) To develop and implement a plan for the National Office to ensure that the voice and perspective of lived experience of mental illness drives strategy, leadership (including governance), human resources, public policy, communications and marketing, programs and planning;
- 3) To provide the perspective of lived experience to the work of the National Office;
 - Participate in planning sessions
 - Provide direct input into public policy, communications and marketing, programs and other activities of the National office
- 4) To support the federation (Branches, Regions and Divisions) in their efforts to integrate the voice of lived experience in their work.

In order to do this work the Manager must also develop and manage a budget, participate in national operation planning meetings and prepare reports.

Education & Qualification:

- University or college diploma or certificate or the equivalent experience in related discipline is preferred, i.e. Social Work, Occupational Therapy, Psychology, Behavioral Health, Health Promotion or related field.

Experience:

- Lived or living experience of mental illness: the NCPLE defines a person with lived/living experience as someone with chronic, and/or ongoing mental illness or substance use disorder. (Mental illness in this statement is inclusive of those who self-identify and have not received an official diagnosis.)
- Ability and willingness to share appropriately about your lived or living experience
- 5 years experience in a similar role working in the not-for-profit or charitable sector.
- Peer support worker training is an asset.

Knowledge:

- Project management experience including project development and implementation
- Volunteer management and experience working with volunteer committees or boards
- Health care and mental health industry knowledge is an asset.
- Expert working knowledge using Microsoft Office product suite required.
- Familiarity with SharePoint and Salesforce would be an asset.

Skills:

- Exceptional organizational and time management skills with a strong attention to detail.
- Excellent written and verbal communication and documentation skills.
- High degree of emotional intelligence and excellent listening skills.
- Effectively able to work under pressure and manage change in a fast-paced environment.
- Capability to work independently or within group dynamics as required.
- Highly motivated and passionate about mental health.
- Strategic and able to prioritize for high impact
- Proficient critical and analytical thinking, problem solving and judgment abilities.
- Demonstrate sound judgement with the ability to work independently and proactively seek solutions to issues as they arise.
- Service-oriented with the ability to thrive in a collaborative work environment.
- Flexibility with changing priorities and ability to remain focused to meet targeted timelines.
- Bilingual (French and English) would be an asset.

Compensation: \$61,000 - \$70,000 with benefits and a flexible work environment.

Are you a fit?

If you are interested in applying for the role, please submit one pdf document of your cover letter and resume to hr@cmha.ca by **February 15, 2023**. We thank you for your interest and please note that only those identified for an interview will be contacted.

To learn more about CMHA, visit: www.cmha.ca

CMHA is committed to our workforce reflecting the diversity of the communities within which we work. As such, we encourage applications from persons with disabilities, members of visible minorities, First Nations, Inuit, and Métis people, people of all sexual orientations and genders, and others who may contribute to the diversity of our staff.