



### Expression of Interest – Consumer Co-Chair for AoD Consumer Committee

The Community Alcohol and Drug Services (CADS) are provided by Non-Government (Palmerston, Holyoake, Cyrenian and Mission Australia) organisations in partnership with Government AOD services (Next Step). CADS provide alcohol and drug treatment from a number of adult and youth services throughout the metropolitan area. The government and non-government services combine to deliver an ‘integrated’ model of support for the client. The CADs include

- South Metropolitan CADS (Fremantle, Rockingham and Mandurah)
- North Metropolitan CADS (Warwick, Joondalup)
- South East Metropolitan CADS (Thornlie)
- North East Metropolitan CADS (Midland)
- Next Step East Perth
- Drug and Alcohol Youth Service (East Perth, Carlisle)

The Consumer Committee (the Committee) is one of 4 key governance committees that seeks to ensure the CADS are responsive to consumer needs by actively engaging consumers and encouraging effective consumer participation. The committee provides input on issues such as policy, planning, implementation, workforce development, evaluation and service delivery activities that affect the lives of AOD consumers. A key priority of the committee is to continue to improve consumer engagement and the appointment of a consumer Co-Chair demonstrates these underlying values and commitments.

What you will need:

- To be a consumer – someone who is or has recently accessed support from integrated community alcohol and drug services
- To be confident in providing an articulate and constructive consumer voice - have well-developed interpersonal skills including the ability to give constructive input, maintain good working relationships with stakeholders, listen objectively, negotiate and make reasoned judgements
- Knowledge of, and an interest in, alcohol and other drug service delivery
- Interest and experience in quality improvement in health and/or community services
- Experience participating in and/or facilitating meetings at a senior management level
- An ability and willingness to consult within a network of consumers, families, carers or community members
- Prior experience in a similar capacity would be advantageous although training will be provided
- The ability to attend and participate in at least 80% of scheduled meetings

Responsibilities of the role:

- To attend meetings promptly and be well prepared
- To support the chair in preparing the agenda for the month (usually via email)
- To support other consumer representatives either prior to the meeting or during in understanding their role in the committee
- To present agenda items and facilitate discussion
- To review minutes of meetings and verify accuracy
- To research and / or follow up committee activities

The term of the Consumer Co-Chair is for 12 months.

Meetings:

**When:** Monthly, on the second Monday of every month, from 11.30-1.00pm

**Where:** Next Step, East Perth, 32 Moore St, East Perth.

**Parking:** available at 32 Moore St, East Perth

**Public transport:** short walk of approx. 5 minutes from Mclver Train Station or approx. 8 minutes from Claisebrook station

**Remuneration:** \$140 per meeting. No out of pocket expenses are offered on this occasion.

To be considered for appointment to this position, please provide:

- a summary statement outlining your interest in the position
- a brief profile / resume detailing your relevant experience and knowledge of the alcohol and drug sector as a consumer, family member and/or carer and any other consumer representative experience (relating to the role as described above)
- your contact details

The closing date for this position is COB Wednesday 28<sup>th</sup> February 2018

Please return your Expression of Interest to Helen Jackson at [helen.jackson@mhc.wa.gov.au](mailto:helen.jackson@mhc.wa.gov.au). Depending on applications received, a brief interview may be requested prior to appointment.

For further information please contact Helen Jackson on 0475 823 529 or the above email address.