



## The ALIVE National Research Translation Centre to implement Mental Health Care at Scale in primary care and community settings

### Invitation for Expressions of Interest

Seeking expressions of interest (EOI) for Chairs and Deputy Co-Chairs with experience of living with mental illness and carers of people living with mental illness.

#### Committees and Roles Available

##### **Intersectoral Policy & Practice Committee (IPP-Committee)**

**PURPOSE:** Ensures that there is multi-directional translation with intersectoral (*settings or services that are not solely health*) agencies, networks and organisations focused on addressing the social determinants of health (e.g. housing, employment, social support). Ensures knowledge exchange and integration across sectors.

**ROLES: 2 Co-Chairs and 2 Deputy Co-Chairs**

(2 people who live with mental illnesses and 2 carers of someone who lives with mental illness)

##### **International Scientific Advisory Committee (ISAC-Committee)**

**PURPOSE:** Ensures translation links for the Centre with international researcher communities, fosters knowledge of international advancements in all aspects of mental health research, and provides support for the next generation of mental health researchers (including researchers with lived-experience) to create individual relationships and networks for knowledge translation, integration and exchange activities.

**ROLES: 2 Co-Chairs and 2 Deputy Co-Chairs**

(2 people who live with mental illnesses and 2 carers of someone who lives with mental illness)

##### **Independent Governance & Advisory Board (IGA-Board)**

**PURPOSE:** Provides an independent reporting mechanism for the Executive Research Leadership Committee. Its role is to oversee the progress of Centre activities and ensure that milestones and activities are being met in accordance with NHMRC funding requirements. The members also provide strategic advice for growth of the Centre's objectives.

**ROLES: 1 Co-Chair and 1 Deputy Co-Chair**

(2 people who live with mental illnesses)

## Key Dates

Call Opens 7 <sup>th</sup> May 2021	Closing Date 28 <sup>th</sup> May 2021 (5pm AEST)
Interviews Week 7-11 <sup>th</sup> June 2021	Orientation   Training Week 14-18 <sup>th</sup> June 2021

## About - The ALIVE National Research Translation Centre in Mental Health

The national Centre was announced in March 2021 and marks a new era in mental health care in Australia.

It is funded for five years (2021-2026) under a NHMRC funded Special Initiative in Mental Health to:

- 1) improve experience of care through more effective and innovative models of care and health system redesign;
- 2) reduce early mortality through evidence-based strategies for addressing physical, behavioural, psychological and other determinants;
- 3) foster innovative, multidisciplinary approaches to mental health by bringing together a diverse range of stakeholders with lived experience and professional expertise to define the issues, provide evidence for solutions, deliver improved health outcomes and outlooks for people living with mental illness; and
- 4) engage and develop the next generation of mental health research leaders.

The Centre's vision is to **reduce the individual, social and economic impacts of mental illness burden and health inequalities** by **transforming the primary care and community settings** to (1) embed novel preventive life course models, (2) implement mental-physical health tailored models of care with priority populations (Aboriginal and Torres Strait Islander people and, people who live with severe mental illnesses), and (3) be informed by lived-experience models and leadership.

An Executive Research Leadership Committee (ERLC) meets monthly to oversee Centre research activities and operations. The four existing Networks within the Centre report to this Committee, and the IPP-Committee and ISC-Committee also report to this Committee. The ERLC reports to the Independent Governance and Advisory Board.

There are plans for co-design of **"The Collaborative"** which is to provide capacity building for researchers with lived-experience and to support lived-experience led research (EOIs for an advisory group with lived-experience leadership will be invited for this in coming months).

## Role of Chairs & Deputy Co-Chairs for Committees and Boards

Across each committee and board the role of the Co-Chairs is to ensure that meetings are effectively coordinated, that they keep to time, that all agenda items are discussed and that decisions are discussed fairly and equitably throughout meetings, and that all members have had the opportunity to share views and be heard.

Deputy Co-Chairs support the Chairs to achieve the meeting goals. They are familiar with processes and functions of the relevant committee or board and can act in the role of a Chair in their absence. Chairs and Deputy Co-Chairs may need to meet between meetings to review agendas, ensure the actions from previous meetings have been completed. This will require liaison with the Centre secretariat support officer. Minutes for meetings will be taken by a Centre staff member.

### A Note on the numbers of Chairs and Deputy Co-Chairs

The rationale for the appointment of four people with lived-experiences (two people living with mental illness, and two carers of someone with a mental illness) to each Committee and the Board, ensures that at least two of the Chairs and Deputy Chairs attend each meeting. This provides a level of balance in decisions and actions, and there may be the opportunity for the Chairs and Deputy Co-Chairs roles to rotate mid-way.

### Terms of Reference

Chairs and Deputy Chairs will be provided with the Terms of Reference (TORs) specific to the Committee and Board ahead of the orientation and training. This will include further details of reports to and from Committees. Some the TORs may be updated at the inaugural Committee and Board meetings as needed.

### Time Commitments

The IPP-Committee and ISAC-Committee meet three times per year and Board meets quarterly. Zoom or other video conferencing will be used. Meeting papers and agenda items will be available and accessible through password protected access on the Centre's digital platform, the platform will enable communication between committee members and back to the Centre and its leadership groups.

### Remuneration

Co-chairs and Deputy Co-Chairs will be paid in accordance with the Australian Government Remuneration Tribunal Determination for holders of part-time public office, <http://remtribunal.gov.au/offices/part-time-offices>. This is currently \$83.60 per hour or \$418.00 per day (or more than 5 hours). Preparation time is remunerated as is attendance.

### Selection Criteria

All Chairs will have had prior working within committees and board structures in mental health services, policy, research and/or government settings. Deputy Co-Chairs may have similar expertise but some applicants for these roles may be newer to committee roles and serving on boards – the Deputy roles are to allow for expertise to develop and increase representation of people with lived-experience.

**The specific criteria for each Committee and the Governance board are as follows:**

## Intersectoral Policy & Practice Committee (IPP) Co-Chairs/Deputy Chairs

**IPP-C Role:** Ensures that there is multi-directional translation with intersectoral (*settings or services that are not solely health*) agencies, networks and organisations focused on addressing the social determinants of health (e.g. housing, employment, social support). Ensures knowledge exchange and integration across sectors.

**Membership:** membership will include representation from agencies, government or non-government organisations, or networks across all social determinants of health.

### Selection Criteria

- Previous experiences of working in an organisation or conducting research that related to the social determinants of health, such as, housing or employment and with a focus on the impact of these determinants on mental illnesses and outcomes
- Appreciation of intersectoral systems and the role that social and community services play in improving mental health outcomes
- Demonstration of leadership of discussions and how experiences have facilitated engagement in meetings support Centre values and objectives
- Can define issues, can identify intersecting issues of importance to mental health for advancing Centre work
- Previous experience in policy development and/or service provision across mental health sectors.

## International Scientific Advisory Committee (ISAC) Co-Chairs/Deputy Chairs

**ISAC-C Role:** ensures multi-directional translation links for the Centre with international researcher communities, fosters knowledge of international advancements in all aspects of mental health research, and provides support for the next generation of mental health researchers (including lived-experience researchers) to create individual relationships and networks for knowledge translation, integration and exchange activities.

**Membership:** membership will reflect the diversity of implementation and translation research in mental health that is being conducted internationally in primary care and community settings, some members will be lived-experience researchers who are leading research projects internationally.

### Selection Criteria

- Experience in mental health research across health and social settings
- Knowledge of advancements in mental health research, innovations and breakthrough studies, new methods and approaches
- Ability to lead discussion and facilitate engagement in meetings and support Centre values and objectives
- Can define issues, identify strategic links with international researchers and organisations to enhance translational activities internationally
- Previous experience in a mental health research institute, research focused centre or knowledge integration and translation organisation within or external to university contexts.

## Independent Governance Advisory Board (IGA-B) Co-Chairs/Deputy Chairs

**IGA-B Role:** the governance and advisory board provides an independent reporting mechanism for the Executive Research Leadership Committee. Its role is to oversee the progress of Centre activities and ensure that milestones and activities are being met in accordance with NHMRC funding requirements. The members also provide strategic advice for growth of the Centre's objectives.

**Membership:** will ensure representation across States and Territories with regional diversity. A proportion of members will have experience of service provision in mental health, experience within primary care research and delivery, and will include lived-experience representatives (living with mental illnesses and carers of people who live with mental illnesses).

### Selection Criteria

- Prior or current experience working in a service delivery or advocacy organisation related to mental health
- Prior or current experience as a Chair, (or Deputy) or as a member of a committee, advisory group, or management board
- Understanding of mental health research and the primary care and community setting
- Ability to lead discussion and facilitate engagement in meetings and support Centre values and objectives
- Can define issues and identify strategies to advance the Centre's activities

### Application Process

You can express interest using the following survey monkey link:

<https://www.surveymonkey.com/r/KQTGGTW>

OR

If you prefer to email your application please send the following information to:

[info@alivenetwork.com.au](mailto:info@alivenetwork.com.au)

1. a completed copy of the attached template
2. a cover letter that states why you are interested in a chair or deputy-chair role within one of the ALIVE Centre Committees
3. your answers the selection criteria (as outlined above) for the respective committee for which you are expressing interest and;
4. a copy of your brief CV

## Application Process

Seeking expressions of interest (EOI) for Chairs and Deputy Co-Chairs with experience of living with mental illness and carers of people living with mental illness.

Please submit your application by **28th May, 2021 (5PM AEST)**:

**Express interest using the following survey monkey link:**

<https://www.surveymonkey.com/r/KQTGGTW>

**OR**

If you prefer to email your application please send the following to email address  
[info@alivenetwork.com.au](mailto:info@alivenetwork.com.au)

1. a completed copy of this template;
2. a cover letter that states why you are interested in a chair or deputy-chair role within one of the ALIVE Centre Committees;
3. your answers the selection criteria (as outlined above) for the respective committee for which you are expressing interest and;
4. a copy of your brief CV.

YOUR CONTACT DETAILS	
Name	
Contact number	
Email	
ABOUT YOU	
Do you identify as someone living with a mental illness?	Yes No
Do you identify as a person caring for someone with mental illness?	Yes No
Are you a current member of a Board or Committee?	Yes No
If 'yes' please specify	
Have you been a member of a board or Committee in the past?	Yes No
If 'yes' please specify	
ALIVE BOARD & COMMITTEES	
I am expressing interest in the co-chair or deputy co-chair role for the following ALIVE Centre board or committee:	
1. Intersectoral Policy and Practice Advisory Committee (IPP)	<input type="checkbox"/>
2. International Scientific Advisory Committee (ISAC)	<input type="checkbox"/>
3. Independent Governance Advisory Committee (IGA-B)	<input type="checkbox"/>