

**POSITION TITLE:** Co-Chair, Youth Action Committee  
**POSITION TYPE:** Part-time Volunteer  
**REPORTING RELATIONSHIP:** Adult Ally, CMHO  
**CONTRACT:** January - December, approximately 4 hours per week  
**COMPENSATION:** Honoraria  
**# OF POSITIONS:** 2  
**Apply by:** Friday January 10<sup>th</sup>, 2025, 12:00pm  
**Application Link:** <https://forms.office.com/r/kuhqaLzVeU>

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**About The Organization:**

Children's Mental Health Ontario (CMHO) is the association representing Ontario's publicly funded Child and Youth Mental Health Centres. CMHO advocates for government investments, policies and programs that are responsive to the needs of children, youth and families seeking mental health services in Ontario. CMHO's primary goal is to promote a coordinated and high-quality system of care that puts children, youth, and families first.

The New Mentality is a program of Children's Mental Health Ontario. We are a provincial network of youth and adult allies working to amplify youth voice to influence change within the mental health system in Ontario. Our work is grounded in the belief that youth experiencing mental illness must contribute to building and improving the mental health system. We have a provincial network of youth groups that work directly with service providers to improve services and reduce stigma in their local communities.

**Role Nature and Scope:** A Co-Chair for the Youth Action Committee plays a vital role in guiding the group, ensuring effective collaboration, and supporting the achievement of the committee's goals.

The Youth Action Committee will, each year, develop and assist in implementing a plan of action that reflects the interests and priorities of youth as they relate to the mission and activities of The New Mentality and Children's Mental Health Ontario (CMHO). In part, the plan of action will respond to the recommendations that are developed and presented by the youth who attend TNM and CMHO conferences and events. The ideal candidate requires strong skills in leadership, teamwork, communication, group facilitation and project management to ensure the success and sustainability of the Youth Action Committee.

## Overview of Responsibilities:

### 1. Contribute to recruitment for members of the Youth Action Committee

The Youth Action Committee will consist of up to 8 youth between the ages of 13 and 25 who reside in Ontario. Invitations to apply for membership will be circulated to, at least, all youth who have participated in New Mentality Groups and Disable the Label. Committee membership will, to the extent feasible, reflect an appropriate balance among genders, ages, regions, ethnicities, and cultures. At least one-third of committee members will be youth who have been served by the children's mental health system in Ontario.

Applications and interviews will be conducted as necessary. Members shall be appointed for a term of one year and shall be eligible for re-appointment up to three times. To ensure an on-going balance of new and experienced committee members, no more than three-quarters of the committee membership shall be re-appointed in any given year.

The Co-Chairs' role in the process may include identifying recruitment priorities to ensure a diverse committee in terms of demographics and skills; reviewing applications; participating in interviews alongside Adult Allies; and providing input on final decisions around selection.

### 2. Coordinate the Youth Action Committee

Work with CMHO's appointed Adult Allies to:

- Carry out the mandate of the committee (see above)
  - Coordinate meetings at least four times per year, including at least twice in person.
  - Create YAC meeting agendas
  - Help define the agenda for meetings in collaboration with the other Co-Chair and committee members.
  - Set a positive, inclusive tone and encourage active participation from all members.
  - Facilitate discussions to ensure everyone has the opportunity to contribute.
  - Maintain clear communication between committee members to ensure that everyone is informed of tasks, deadlines, and developments.
  - Collaborate with external organizations, schools, or stakeholders to ensure support for the committee's goals.
  - Assist in setting short-term and long-term goals for the committee. Monitor the progress of projects and adjust when necessary.
  - Encourage leadership development and the involvement of others in taking on roles or responsibilities within the committee.
  - Ensure that disagreements are resolved respectfully and that the committee remains focused on its goals.
  - Ensure the progress and outcomes of the committee's activities are documented and communicated effectively to the broader organization or community.
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- Seek and provide constructive feedback to help the committee improve its operations and impact.

### **3. Prepare and present “Youth Message” during CMHO’s annual conference.**

CMHO holds an annual conference in Toronto, hosting over 700 leaders and practitioners in mental health, including CMHO members, mental health workers, primary care workers, government and public health officials, youth, families, and more. The YAC is invited to present at this conference, often in the form of a keynote address. Through this presentation, the YAC will share information about its projects, activities, and findings, and where possible present strategies and mechanisms for implementing recommendations. The Co-Chairs play an integral role in the planning and execution of activities surrounding the CMHO Conference, including leading planning meetings for the YAC presentation leading up to the conference, and leading on-site meetings immediately prior and during the conference on-site at the conference location.

#### **Recruitment and Term**

Co-Chairs shall be appointed for a term of one year and shall be eligible for re-appointment up to two times up to the age of 25.

#### **Reporting Requirements: The**

Youth Action Committee will annually develop a work plan that will be presented to the CMHO and TNM leadership teams for approval, either as part of the annual operational plan or separately.

#### **Position Qualifications**

- Personal lived experience; and/or passionate about the mental health sector
  - Experience in facilitation, group leadership youth education, project coordination, execution
  - Previous experience in TNM or Disable the label initiatives
  - Demonstrated understanding of the value of nurturing inclusion of diverse racial, cultural, linguistic, sexual, gender, ability and other experiences into mental health projects and initiatives
  - Strong writing skills and experience with various types of writing
  - Ability to synthesize information and communicate messages in a creative and engaging manner
  - Previous experience with youth-led initiatives;
  - Strong commitment to creating and supporting anti-oppressive and anti-racist environments;
  - Ability to work weekends, including attending meetings in downtown Toronto;
  - Good communication skills in English; fluency in French and/or other languages is an asset
  - Fluency in Microsoft Office; knowledge of and Adobe Creative Suite and/or Canva is an asset
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The New Mentality aims to include diverse representation with respect to age, neighbourhood, cultural background, socio-economic status, and gender identity.

**Applications:**

We thank all applicants for their interest; however, only those to be interviewed will be contacted.

**DIVERSITY, EQUITY, AND ACCOMMODATION:**

The New Mentality is committed to having a workforce that is reflective of the diversity of Ontario's population in general and of our members in particular. We strongly encourage applications from racialized persons, Indigenous persons, persons with disabilities, persons of diverse sexual orientation, gender identity and gender expression and all those who can provide and contribute to diversification of perspective at The New Mentality.

The New Mentality is committed to hiring practices that are inclusive and barrier free. The New Mentality will provide reasonable and appropriate accommodation during all stages of the hiring process in accordance with the Ontario Human Rights Code in order to ensure the equal and fair assessment of all job applicants. Applicants are asked to make any accommodation request in advance.

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