

**Mayo Mental Health Association**  
**Job Specification**

<b>Position Title:</b>	Mental Health Promotion Officer
<b>Reports To:</b>	<b>Manager Mayo MHA</b>
<b>Location:</b>	2 New Antrim Street

**Mayo Mental Health Association** aims to promote positive mental health and wellbeing to all individuals and communities throughout Mayo. Our four main pillars of work are: Schools Education Programmes, Information Centre, Health Promotion Programmes and Social Housing. Our objectives support the National Mental Health Strategy – Sharing the Vision. Our community partners play a key role in our delivery of promoting positive mental health, engaging with digital mental health technologies and education programmes, all of which are key components of the work of Mayo Mental Health Association. Mayo Mental Health Association seeks a Mental Health Promotion Officer to support the delivery of our work. The role specification is outlined below.

**THE PERSON**

The successful candidate will be expected to have:

- A recognised third level qualification in health promotion with relevant post qualification experience.
- Knowledge/experience of developing, implementing and evaluating mental health promotion/health promotion programmes & initiatives.
- An understanding of implementing health promotion actions within different settings.
- An understanding of the competencies of health promotion and principles of mental health promotion.
- A knowledge of national policy and its implementation with special reference to *Healthy Ireland, Sharing the Vision, Connecting for Life and the Framework for Recovery in Mental Health*.
- The ability to build professional partnerships and maintain relationships with new and existing community-based organisations in County Mayo.
- Commitment to the mission and values of Mayo Mental Health Association.
- Experience of working in a team environment.
- Excellent organisational and communication skills (Both verbal and written).
- Experience of delivering evidence-based Health Promotion information via online and social media platforms.
- A high level of motivation and capacity to work on one’s own initiative.
- A positive, flexible and ‘can-do’ attitude.

**Desirable Criteria:**

- Experience of working in mental health promotion, mental health, community development or voluntary sectors.
- Experience of presenting Mental Health Information to parents, teachers, youth workers, professional and other key workers.
- Experience of volunteering and working with volunteers.
- IUHPE Registered Health Promotion Practitioner.
- Is familiar with using social media and other online tools to generate interest in a business or project.

**MAIN RESPONSIBILITIES**

The Mental Health Promotion Officer will:

- Support the implementation and delivery of Social and Emotional Learning Programmes within post-primary and out-of-school settings in Mayo.
- Work in partnership with principals, teachers and the wider school community to ensure the effective delivery of Social and Emotional Learning Programmes.
- Work within the known evidence base to co-design Mental Health promotion resources and programmes for Mayo MHA and partner agencies.
- Identify, develop and implement evidence-based Health Promotion projects for specific settings and target groups as outlined in both the Mayo MHA Strategic Plan and the Mental Health Ireland Strategy – Empowerment – From Ideas to Action 2019-2021.
- Support the co-development and delivery of mental health promotion initiatives for specific settings – e.g., workplaces, educational and community settings.
- Stay up to date with current research and trends in the field of mental health promotion and health promotion.
- Develop Mental Health Promotion information, resources and materials for print and online.
- Use social media and online methods of communication to engage with the public.
- Work in collaboration with existing community-based organisations in the area of Mental Health Promotion to develop appropriate initiatives which can further the objectives of Mayo MHA.

**\*The successful candidate is required to have their own car and a clean driving licence.**

**CONDITIONS OF EMPLOYMENT:**

**Location:** Mayo

**Contract:** Fixed-Term 1-year (may be extended based on operational need and continued funding)

**Hours:** Monday – Thursday

9am – 5pm

**Salary:** Equivalent of HSE Clerical Officer Grade IV

**How to apply:**

Please ***apply by email*** to [carmelbarrett@mayomha.ie](mailto:carmelbarrett@mayomha.ie) with a CV and cover letter detailing how your experience, skills and qualities meet the criteria for this role.

The ***closing date*** for receipt of all applications is ***5pm Friday 22<sup>nd</sup> January 2021.***

It is anticipated that interviews for candidates shortlisted for this post will take place via the online platform ZOOM on Tuesday 2<sup>nd</sup> & Wednesday 3<sup>rd</sup> February 2021.

***\*This post is subject to Garda Vetting and Reference Checks.***

**Website:** [www.mayomha.ie](http://www.mayomha.ie)