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**JOB TITLE:** **Disable the Label Facilitation Host**  
**HOURS:** Approximately 80-90 hours  
**START:** April 1, 2019 **END:** August 23, 2019  
**COMPENSATION:** This is a volunteer position. An honorarium may be provided.

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**About The Organization & Program:**

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 services providers to improve services and reduce stigma in their local communities. Each summer we convene delegates from across our network at a four day leadership training retreat known as Disable the Label.

**About the Position:**

Our Facilitation Host will work with a co-host and members of the DTL 2019 Hosting Team including TNM staff to plan and deliver Disable the Label 2019, which will run from July 16-19, 2019 with one additional day on-site on July 15 for a Hosting Team meeting.

At DTL 2019, we will convene 100 youth, staff and allies at YMCA Geneva Park in Orillia, bringing together leaders from across Ontario who are making a difference in the lives of children and youth with mental illness. **The Facilitation Host will take on a leadership role in the designing, delivering, and facilitation of the event, with administrative and planning support from TNM staff and other hosting team members.**

The Facilitation Host will be supervised by the New Mentality Network Coordinator, who will provide an orientation session outlining the goals for the project and provide on-going mentoring sessions to ensure that goals and targets are being met. Some of the skills that will be developed are design, facilitation, communication, adaptability, conflict resolution, project management, and teamwork.

**Compensation:**

This is a volunteer position and will be paid an honorarium. In addition, all meals, accommodations, and travel costs will be coordinated and covered by The New Mentality.

### **The Ideal Candidate**

The ideal candidate has experience planning and facilitating multi-day, medium to large youth events in a lead facilitation role. They are familiar with working with a team to develop, plan and facilitate events. They have high energy and love to use that energy to bring people out of their comfort zones and make people feel at ease, excited, and comfortable with the unknown at their events. They have the ability to read the room and adjust their facilitation style to the needs of the group. This person has great self-care strategies to manage themselves in a high stress and chaotic environment. They have excellent communication skills and are able to communicate their needs to their teammates and supervisor. This person is looking for an opportunity to give back by contributing their incredible facilitation skill to the New Mentality community and curate an event that is centered in the experience of our attendees.

### **Overview of Responsibilities:**

#### **Design (April – July 2019)**

- Participate in Lead Host Orientation call with TNM Staff in April
- Participate in weekly planning calls from April-July 2019
- Work in partnership with Facilitation Co-Host to build DTL agenda
  - Incorporate Hosting Team suggestions and feedback from calls, as well as youth and adult allies from our network
- Dedicate 1 hour weekly from April-July for individual work prep (including building out activities you are facilitating)
- Participate in Hosting Team design day in a leadership role on-site at YMCA Geneva Part on **July 15** (one day prior to event)

#### **On-Site Facilitation (July 16-19, 2019)**

- Lead on-site group facilitation, including hosting circles, leading energizers and icebreakers, and hosting participatory leadership activities
- Support apprentices to deliver events such as world café or open space
- Maintain awareness to temperature (not literally!) of the room and adjust accordingly
- *Coordinate and facilitate Hosting Team check-ins during event as required*

#### **Desired Skills, Knowledge, and Experience**

- Previous experience hosting medium to large youth events
- Familiar with a variety of facilitation techniques
- Flexible and adaptable to changing situations
- Creative and artistic
- Strong conflict resolution skills
- Works well in a team
- Excellent listening skills
- Well-developed organization skills
- Open, honest, and integral work ethic
- Previous volunteer experience in the New Mentality