Volunteer Research Assistant

Putting health in mind
Volunteer Research Assistants will help secondary school students participate in The Future Proofing Study. You will be liaising with school teachers, presenting to groups of students, facilitating in-class online surveys and providing other administrative support to allocated schools.

About the Institute:

Founded in 2002, The Black Dog Institute is a not-for-profit Medical Research Institute and a global leader in translational mental health research. We harness the latest technology and other tools to quickly turn our world-class research findings into clinical services education and e-health products that improve the lives of people with mental illness and the wider community. Our areas of strength include suicide prevention, e-mental health, workplace mental health, novel treatments and prevention in young people.

Our mission is to enable mentally healthier lives through innovations in science, medicine, education, public policy and knowledge translation.

This role sits within Black Dog Institute’s Education Team. The Education Team is responsible for the delivery of mental health education within schools and the wider community.

WHAT WE CAN OFFER YOU

The Black Dog Institute is proud to offer a supportive working environment for our volunteers. You will gain exposure to real-world research by assisting in the rollout of a large-scale research project aiming to create a brighter future for young people.
The role of the Volunteer Research assistant is to help secondary school students participate in the Future Proofing Study.

**Responsibilities**

As a Volunteer Research Assistant for the Future Proofing Study, you will be fully trained, provided with all relevant resources and supported by the Black Dog Institute throughout your volunteer experience. You will visit allocated secondary schools and assist their participation in the study by:

- Guiding students through the registration process by helping them complete their student consent form, and downloading smartphone apps onto their devices at the outset of the study
- Using your excellent presentation and communication skills, introduce the context of the study and facilitate the completion of online questionnaires that students will complete within the classroom setting
- Updating the dashboard system to manage any change of student login details and briefing the Volunteer Coordinator after every visit

**COMMITMENT**

Each volunteer will be asked to commit to a minimum **12-month period** of volunteering, starting from April or July 2020.

Over that period each volunteer will be allocated a number of schools. They will be expected to commit to being able to visit those schools on 3 separate occasions over the 12-month period, 2 in 2020 and 1 in 2021.

**SELECTION CRITERIA**

- Availability to agree to the commitment outlined above
- Friendly, engaging communicator with outstanding interpersonal skills
- Strong presentation skills
- Excellent verbal and written communication skills
- Passionate about improving youth mental health and well-being
- Experience in working with young people/adolescence
- Be available to attend a half-day training program at the Black Dog Institute office in Randwick prior to the commencement of the role
- Over 18 years of age
- Hold a current Working with Children Check or willing to get one
- Ability to travel to allocated schools (within Sydney metropolitan area) by public transport or your own vehicle. Travel expenses will be reimbursed

To apply for this volunteer role please send your CV and cover letter to [futureproofing@blackdog.org.au](mailto:futureproofing@blackdog.org.au)