

INFORMATION PACK



Lifestyle Support Worker - Permanent



mental health
foundation
ACT

Position Overview



Job Title

Lifestyle Support Worker



Location

Canberra



Job Type

Permanent Part Time



Reports to

NDIS Manager



Direct Reports

None



Closing Info

15/09/2025

About MHF

We understand life sometimes throws people challenges. We exist to help them through.

MHF provides community based health support services directly and through partnerships with the public health system, primary health providers, other community organisations and the NDIS. The services we provide are:

- Accommodation services for people facing mental illness
- Support work
- Capacity building, prevention and recovery
- Counselling through Clear Path Counselling Service

Our vision is that Canberrans and the surrounding community live with hope, choice and good mental health.

This is achieved using a recovery framework, a personal journey toward the achievement of holistic wellbeing.

Working with MHF, whether as a staff member or a volunteer is a rewarding experience that enables you to excel in your role. We value continuous improvement and strive to make the organisation a little bit better each day. We have a culture that we are proud of, a culture that puts the people we are here to serve at the forefront of everything we do.

Role Specifics

Key Working Relationships

People in the care of MHF; their carers / guardians; MHF Staff and Volunteers; Referrer Agencies.

Duties and Responsibilities

MHF runs a vibrant and client focused support service and if successful, you will be joining a dedicated and cohesive team.

This role will see you:

- Be considerate of the rights and needs of participants in their homes
- Provide mental health mentoring and support to people living with mental illness
- Identify and report significant and notable changes in the needs of people living with mental illness and ensure that a record is prepared after each activity or appointment
- Develop supportive and empowering relationships with people living with mental illness, their families and carers
- Facilitate supported decision making
- Provide support to participants overnight as part of their 24/7 care

Role Specifics

- Assist with self-administration of medication; meal preparation; and provide emotional support and encouragement to participants while they attend activities
- Work as a member of the team sharing relevant knowledge and experience

This role will be attractive to someone who thrives on lots of direct engagement with people and who is looking for certainty and consistency in their weekly roster.

Essential

- Relevant tertiary qualifications
- You must be able to demonstrate that you have a minimum of two years experience providing direct supports to people with mental illness
- You must be able to provide daytime shifts, evening shifts and overnight inactive shifts
- You must be able to work 5 days per week including weekend shifts

Desirable

- Experience working with the NDIS Framework
- Excellent written and verbal communication skills

This role may involve working from home, so access to suitable computer equipment and internet will be required.

Hours of Work

This is a permanent part-time role 15 - 20 hours per week. The role will be required to be available five days per week, including weekends. Penalty rates will apply for weekend shifts.

Pre-Engagement Checks

As MHF's work involves staff being in direct contact with vulnerable people, all staff, whether paid or unpaid are required to complete a Working with Vulnerable People check with NDIS Screening.

MHF will conduct at least two reference checks on successful applicants and may also require proof of any professional qualifications stated on an application.

General Information

All staff, whether paid or unpaid are required to adhere to MHF's Code of Conduct and Organisational Policies during the course of their engagement.

MHF acknowledges Aboriginal and Torres Strait Islander peoples as Australia's First Peoples and sovereign custodians of this land. We pay our respects to Elders past, present and emerging.