

INFORMATION PACK



Volunteer Director - MHF Board

Position Overview



Job Title

Director



Location

Canberra (Chifley)



Job Type

Volunteer



Reports to

Board President



Direct Reports

None



Closing Info

31/10/2026

About MHF

Mental Health Foundation (MHF) ACT provides community-based health support services directly and through partnerships with the public health system, primary health providers, the NDIS and other community organisations. MHF has a clear vision that Canberrans and the surrounding community live with hope, choice and good mental health.

We understand life sometimes throws people challenges and increasingly we live in a world of uncertainty. We exist to help them through times of uncertainty and/or in the aftermath of crises. This is achieved using a recovery framework, a personal journey toward the achievement of holistic wellbeing through the following services:

- accommodation services for people facing mental illness
- support work
- capacity building, prevention and recovery
- harm minimisation
- counselling

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 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

MHF Board and sub-committees as required; MHF CEO; Other MHF Staff and Volunteers; External Stakeholders

Duties and Responsibilities

MHF is a registered charity and not-for-profit company. The Board sets its overall strategic direction and oversees risk mitigation and progress against key deliverables, enabling staff to focus on continuous quality improvement in service delivery that meets accreditation standards.

At this time MHF is specifically seeking directors with senior leadership and broad corporate management skills and/or a background in the following areas:

- Modern marketing capability - an understanding of digital engagement, emerging technologies (including AI) and contemporary ways of reaching communities that could support the organisation, in particular the growth of the counselling service
- Health / Mental Health sector networks - contribute strategic insight with strong knowledge in policy.

Skills and Experience

- Marketing and communications in a modern context; or
- Health / Mental health sector experience; or
- Business acumen; or
- Senior leadership and/or management roles;

Complementary skills as set out below will be favourably considered

- People with lived experience in Mental Health;
- Fundraising and philanthropy;
- Finance
- Legal
- Community diversity and inclusion

This role will be attractive to sector professionals with experience on Boards of not-for profit organisations or people looking to use their skills in the mental health sector to gain valuable governance experience.

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

Hours of Work

This position is a voluntary role with an expected workload of 3-5 hours per month.

Directors are generally required to attend 6-8 Board meetings per year and may sit on Board Committees from time to time.

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 Worker Screening. All directors are required to hold an Australian Director Identification Number.

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.

MHF also acknowledges the individual and collective expertise of those with a living or lived experience of mental health. We recognise their vital contribution at all levels and value the courage of those who share this unique perspective for the purpose of learning and growing together to achieve better outcomes for all.

We are committed to the safety and wellbeing of people of all ages. We welcome all people irrespective of ethnicity, lifestyle choice, faith, sexual orientation and gender identity.