Program: National Mental Health Corps (NMHC)
Position: Mental Health Gatekeeper Training Instructor - AmeriCorps Member
Reports to: Host Site Supervisors

National Mental Health Corps Mission: Leading the charge to solve the mental health workforce crisis

Purpose of the Position: National Mental Health Corps Members will build host site capacity to address immediate community needs by implementing evidence-based mental health interventions.

The individual in this role will support mental health-focused initiatives and community engagement activities at Big Bend AHEC, and NAMI Tallahassee.

This position includes direct involvement in program development, outreach, and evaluation efforts designed to promote mental wellness, reduce stigma, and increase access to mental health resources within the community.

Key Responsibilities

Training & Education

- Participate in all designated evidence-based or evidence-informed mental health trainings provided by the host site or NMHC to ensure preparedness for service activities.
- Attend and actively participate in all required NMHC trainings, meetings, and compliance-related activities.

Capacity Building

- Assist in strengthening the host site's mental health outreach and support infrastructure by coordinating and implementing targeted events, special projects, and ongoing programming.
- Assist in the planning, coordination, and delivery of local, regional, and statewide mental health initiatives and events, contributing to the implementation of meaningful community-based programming.
- Contribute to grant writing and reporting activities to sustain and expand mental health programming and services.

Community Outreach

- Conduct strategic outreach efforts to raise awareness of local mental health services, promote mental wellness, and educate community members on key mental health topics through presentations, workshops, and public engagement.

Partnership Development

- Establish, maintain, and nurture collaborative relationships with community mental health organizations and service providers to foster partnerships and create referral pathways.

Marketing & Communications

- Promote host site events, programs, and initiatives through various communication channels including social media, flyers, press releases, newsletters, and informational sessions to maximize community participation and awareness.

Data Collection & Program Evaluation

- Collect, track, and report performance measure data to both the host site and NMHC in alignment with project goals and grant requirements.
- Contribute to ongoing evaluation processes to assess program outcomes, identify areas for improvement, and support the development of evidence around service efficacy.

Qualifications

First and foremost, applicants must share a passion for National Mental Health Corps' mission. Additionally, we're looking for candidates who possess a combination of the following:

- Personal and/or professional knowledge of mental health topics
- Understanding of mental health issues and available resources
- Familiarity with mental health resources in the local community and state
- Positive attitude toward individuals with mental illnesses
- Passion for reducing the stigma associated with mental health and addiction disorders
- Demonstrated ability to thrive in a fast-paced and evolving environment while consistently maintaining a positive can-do attitude
- Excellent communication and customer service skills with a diplomatic nature
- Resilience in the face of challenges with a keen ability to problem-solve
- Excellent organizational skills with attention to details and deadlines
- Ability to work independently, efficiently, and meticulously
- Strong interpersonal and team-building skills; ability to navigate, work across, and invest multiple stakeholders
- Desire to work in a healthy, positive and fun team environment
- Ability to uphold the highest standards of professionalism by maintaining confidentiality and respecting the privacy of all individuals, in accordance with organizational and legal guidelines.
- Meet host site's educational experience requirement
- Demonstrated proficiency in Microsoft and Google Suites
- Ability to provide proof of U.S. citizenship

Position Details & Benefits

Full-time AmeriCorps Position:

- Complete 1,700 service hours (40 hours per week)
- Receive 5 holidays and 2.5 personal days
- $21,000 stipend for service, paid biweekly in 22 equal installments
- $7,395 Education Award upon successful completion of service

Service Term Comittment:

Full-time positions available for a 10-month service commitment beginning in Fall 2026. Specific dates TBD by Host Site Supervisors.

All applicants must complete the National Mental Health Corps Application

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