

Program and Product Development Manager

To positively impact mental health and wellbeing across Australia, we are seeking a passionate and creative individual to support the development of programs and resources for schools, workplaces and the wider community.

- **Full-time**
- **Working from Collingwood, VIC**
- **Reporting to Senior Product and Program Development Lead**

About TRP

The Resilience Project (TRP) purpose is to “inspire happiness and change lives”. We teach positive mental health strategies to help people become happier and more resilient.

Through education and workplace programs, podcasts, events, the TRP app and wellbeing journals we share the benefits of gratitude, empathy and mindfulness and simple ways to practice these to support positive mental health.

We have delivered programs to over 1500 schools around the country and worked with many elite sporting teams, including the Australian cricket, netball and soccer teams, NRL and AFL clubs.

Life at TRP

At TRP, we are driven to have an impact through everything we do. We are guided by our values - **humble, inclusive, passionate, professional and curious** - and aim to bring positivity to work every day.

We have a **great team**. We genuinely care about each other, love a bit of friendly banter and are always willing to help.

We have **flexibility**. We look after each other and the people that are important to us. That's why we provide great flexibility to balance work and life.

We have **autonomy**. Our strong working relationships are centred around trust. We are outcomes driven, believe in our abilities and trust each other to deliver.

About the role

This is a fantastic opportunity for someone with a passion for mental health and creative development to positively impact the mental health and wellbeing of children, adults and communities across the country.

To maximise TRP's reach and impact, you'll conduct research and analysis, identifying opportunities to develop new products and services as well as improving existing offerings. You'll then map out project plans and work with key stakeholders to deliver on agreed program and product priorities.

What will you be doing?

Program and Product Development

- Enhance TRP's existing offerings and develop new programs/products to meet the needs of:
 - A variety of workplaces, from small businesses to large corporates
 - Individuals seeking to improve their mental health and wellbeing
 - Primary and secondary school students, staff and parents
 - Preschool children, educators and families
- Support product and program implementation by upskilling internal presenters, facilitators, partnership managers and marketing/comms teams to deliver on the intended experience.

Content and Project Coordination

- Develop and oversee project plans, including:
 - Mapping out timelines and key deliverables
 - Effective communication with cross-functional teams and contractors
 - Ongoing monitoring, scheduling and reporting to ensure key milestones and deadlines are met
 - Reviewing deliverables to ensure quality and impact
- Optimise ways of working through new or enhanced processes.
- Administrative tasks related to products and programs, such as documentation, maintenance/minor updates and content cataloging.

Insights and Impact

- Gather feedback, data and insights to continually enhance the effectiveness of our programs and inform development priorities
- Stay on top of best practices, trends and research in mental health education to identify gaps and opportunities.

About You

We are looking for someone who shares the TRP values and is passionate about our purpose to “inspire happiness and change lives”.

You'll need to thrive in a fast-paced, dynamic environment, be driven to achieve outcomes, proactively lend a helping hand and bring a positive, can-do attitude to your work.

Our ideal candidate will also have:

- Professional experience developing wellbeing programs or products
- Demonstrated ability to create engaging and impactful content
- Excellent written and verbal communication skills

- Ability to maintain effective working relationships, drive people towards outcomes and deliver feedback
- Strong project coordination skills, an ability to juggle multiple projects simultaneously, prioritise and meet deadlines
- Excellent analytical skills and an ability to use feedback/research/data to inform development priorities
- Ability to think strategically while also ensuring all the smaller details are covered
- A creative and innovative mindset.

Interested?

If this opportunity sounds like the right fit for you, please click on the following link to submit your application **before 9am on Monday 11th November**:

[Click here to apply](#)

If you have any specific questions about this opportunity, please contact Emma at emma@simplyhr.net.au.