

Team Leader – Policy

Level: MEA/SACS Award Starting Level 6 (dependent on skills and experience)

Hours: 30.4hrs per week (4 days a week)

Accountability: The Team Leader of Policy is accountable to the Chief Executive Officer

Advocacy for Inclusion works within a human rights framework. We acknowledge the *United Nations Convention on the Rights of Persons with Disabilities*, and our obligations under the *ACT Human Rights Act 2004*. All staff are expected to understand these instruments and work within their parameters.

Position Overview

This position is located within a growing policy advocacy team.

The Team Leader of Policy is a senior leadership position to influence ACT and national disability policy, developing and distributing information and providing networking opportunities to support people with disabilities to contribute to policy decisions. You will support the ongoing development of AFI's policy and systemic advocacy work, the development of submissions, position papers and responses to a range of government and community consultations. You will be required to represent AFI at roundtables, community forums and stakeholder engagements, and will report to the Chief Executive Officer.

A strong understanding of, and the ability to advocate on operational and wider policy issues concerning people with disabilities under the Convention on the Rights of Persons with Disabilities (CRPD) and a human rights framework is mandatory to the success of this role.

The Team Leader of Policy will work within a robust disability community sector to grow and enhance advocacy and deliver a proactive, solution-orientated approach on behalf of people with disabilities and staff of AFI. The position will be overseeing a small team of policy staff and potential growth of projects when you begin the role. You will ideally be a self-starter with the motivation and ability to grow quickly in a strategic role.

You will have a strong understanding of, and the ability to advocate on operational and wider policy issues concerning people with disabilities locally and nationally.

Selection Criteria

- Demonstrated knowledge and a contemporary understanding of the issues and barriers faced by people with disability.
- Excellent written communication, written and verbal skills, with the ability to communicate in a flexible capacity.
- Demonstrated experienced in understanding public policy processes and legislation, with knowledge of wider disability policy in a variety of mainstream settings.
- Demonstrated high flexibility in managing tasks, deadlines and working under pressure.
- Demonstrated experience in leading teams and working collaboratively within a dynamic team environment.
- Able to critically analyse and break down complex information with ability to translate information into an accessible and transparent way.

Desirable

- Relevant tertiary qualifications in social policy is desirable but not essential.

- Prior experience in a policy/advocacy role would be desirable.
- Experience in project management would be desirable, but not essential
- Willingness to undertake regular travel within the state, and nationally when required (when border restrictions are eased)

A current ACT Working with Vulnerable People check is required for this position or proof of obtainment of one.

Advocacy for Inclusion is a registered charity and has generous salary packaging provisions available. We are a family-friendly workplace and support our staff to have lives outside the workplace. We are an equal opportunity employer and encourage people from diverse backgrounds and life experiences to apply, including people with disabilities.

Please address the selection criteria in the form of a cover letter (maximum two pages) and direct them to CEO Nicolas Lawler via info@advocacyforinclusion.org, using the subject line: Policy Manager.

Applications that do not address the selection criteria will not be considered or shortlisted.

Applications close COB Friday 4th December 2020