

Position Description- Albury Wodonga Ethnic Communities Council

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| Position Title | Community Advocacy Officer |
| Direct Supervisor | Senior Community Advocacy Officer |
| Direct Report/s | AWECC casual employees, interns, and volunteers, as appropriate |
| FTE | 0.6 22.8 hours per week |
| Contract period | February 2020 – December 2020 |
| Applicable Award | Social, Community, Home Care and Disability Services Industry Award 2010 (MA000100) |
| Classification | Community Development Worker Level 4.1 |
| Hourly Rate | \$34.91 |

The Community Advocacy officer will design and deliver various community capacity building programs, events and forums that address the needs of ethnic communities. Undertaking advocacy opportunities for emerging and established migrant and refugee communities. The role will include liaising with internal and external customers including, but not limited to:

- AWECC Board of Directors, staff, volunteers and members.
- Community groups such as service providers, multicultural advocacy bodies, government bodies, media and other relevant partners and stakeholders.

Specific Responsibilities

Evidence Gathering

- Keeping informed on multicultural affairs, developments, trends, opportunities and other issues relevant to AWECC and its partners

Community Liaison

- Supporting, enabling and advising community and reference groups to become self-reliant to participate in the wider Albury-Wodonga community.
- Sharing information from evidence gathering activities to advocate for multicultural community needs and to support service provision
- Facilitating effective and supportive relationships on multicultural affairs amongst ethnic communities, service providers, different levels of government, businesses, faith-based communities, and other stakeholders
- Cultivating new partnerships that foster an enabling environment for multiculturalism

Program Management

- Design, deliver and manage projects that respond to the needs and interests of ethnic communities.
- Managing positive and collaborative relationships with ethnic communities, funding agencies, project partners, and other key stakeholders relevant to assigned projects
- Maintaining high-level written communication standards, including the ability to write advocacy letters, and contribute to grant applications

Selection Criteria:

1. Demonstrated commitment to human rights, multiculturalism, and community empowerment.
2. Previous experience working with CALD communities, especially refugees and migrants.
3. High level written and interpersonal communication skills
4. Appropriate qualifications and/or equivalent experience in social sciences, health, education, management and social services.
5. Ability to take initiative, work flexibly, and manage competing priorities.
6. Minimum conversational comprehension of a language other than English is highly desirable:
7. Right to work in Australia or appropriate visa:
8. Willingness to undergo pre-employment checks and a current driver's licence.

To apply please send cover letter addressing the selection criteria and your CV to

AWECC Chairperson: Rupinder Kaur rupinder@awecc.org.au

Applications close: Wednesday 8th January 2020

For all enquiries regarding this position please contact Jodie Farrugia jodie@awecc.org.au

