

POSITION DESCRIPTION



Position Title: Community Health Promotion Officer LGBTQ+ People with Disability Project

Work Level: Operational

Reports To: Manager, LGBTQ+ Health Programs

Direct Reports: This position does not have any employees reporting into it

Position Overview

This role focuses on the design and implementation of social groups for LGBTQ+ people with disability. The project's intention is to deliver fortnightly social groups to LGBTQ+ people with disability, running both in person in Sydney NSW, and online. The project will also deliver community social events for LGBTQ+ people with disability.

Main Activities

- ✓ Coordinate the development, implementation, and evaluation processes for the Social Groups for LGBTQ+ People with Disability project. Develop and implement a series social groups and community social events.
- ✓ Convene a Community Advisory Group comprising LGBTQ+ disabled people from across NSW. Manage the activities of the advisory group to input into the delivery of and future directions for this project.
- ✓ Actively participate in public policy, research, advocacy, and submission writing relating to LGBTQ+ people with disability, accessibility, and inclusion.
- ✓ Contribute to the development of professional documents, briefings, and reports for a range of stakeholders including government bodies and community.
- ✓ Actively participate in and contribute to an ongoing process of supervision, unit meetings, team meetings, general staff meetings, quality improvement and professional development strategies.
- ✓ Perform other duties to assist with the work of the unit as requested by your supervisor (or designate).

Selection Criteria

Essential:

1. Lived experience of disability and knowledge of the issues that LGBTQ+ people living with disabilities face.
2. Demonstrated understanding of the development, implementation, and evaluation of health and community development projects through experience in one or more of the following areas:
 - o delivering training or adult education
 - o project evaluation design and implementation
 - o direct client work with people who are living with disability and/or their families/carers
 - o group facilitation and consultation experience.
3. Strong administration and organisational skills including computer literacy and social media capability.
4. High level written and oral communication skills including the ability to negotiate with a range of stakeholders and demonstrated ability to produce professional documents, briefings, and reports.
5. An understanding of and commitment to ACON's communities, particularly Aboriginal people, people living HIV, people from sexuality and gender diverse communities, sex workers, and people who use drugs.
6. Applicants must provide evidence of Covid 19 Vaccination, in addition to any other vaccination required to perform the role.

Desirable:

1. Tertiary qualifications in a relevant field (such as community health, social work, health promotion, social sciences) or equivalent experience.
2. Australian States or Territories Driver's License.

Acting Director, Community Health	CHPO LGBTQ+ People with Disability Project	Jan 2024
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