

Position Description

Position:	Senior Systemic Advocate
Reports to:	Executive Officer (EO)
Terms of Employment:	24 hours a week- June 2026 (possible extension)
Award Scale	SCHADS Award Level 6.1-6.3
Date of Position Description:	September 2025
Key Relationships	Executive Officer Systemic Advocacy Team External stakeholders People with disability and Families The Advocacy and Leadership Development Team Resourcing Inclusive Communities Team Communications and Marketing Team

Family Advocacy

Family Advocacy is a state wide, not for profit disability advocacy organisation that works with families to promote and defend the rights and interests of people who have a developmental disability. This is achieved by strengthening the advocacy role of families and influencing the political, bureaucratic and service systems that directly impact on people with disability.

The Senior Systemic Advocate will perform the duties of the role in line with the organisation's philosophy, policies, and practices as set by the Management Committee, ensuring respect for the cultural diversity of the Australian community.

Job Purpose

To work within the Key Focus Areas of the Strategic Plan to bring about change at the systemic level so that people with developmental disability can realise genuine community inclusion. This role works within a dynamic team combining their efforts to create the positive social change needed within a values-led, grassroots organisation.

Key Responsibilities

- Analyse current Government policy, legislation and practice in relation to the rights, interests and needs of children and adults with developmental disability in the context of the current social and political environment.

- Identify and advise the Executive Officer on ways in which current government policy, legislation and practice should be changed to better reflect and protect the human rights and interests of children and adults with developmental disability.
- Develop and drive social change campaigns and other required strategies to progress the necessary reform needed across governments.
- Prepare submissions, reports or discussion papers relating to Government policy, practice and legislation at the direction of Executive Officer.
- Attend meetings, deputations to Government officials and/or Ministers or Members of Parliament, community leaders, and relevant organisations as relevant on priority issues which are being taken up by the organisation.
- Liaise and collaborate with other relevant community, consumer, advocacy, service providing agencies and government bodies as necessary to promote and protect the interests of children and adults with developmental disability.
- Encourage and support the capacity of individual parents and relatives to participate in the systems advocacy functions of the organisation.
- Identify current gaps in resources and supports for families in relation to addressing systemic issues and prepare information and resources to address this gap
- Ensure relevant information pertaining to systemic issues or advancements in this arena are publicised on the Family Advocacy website and/or social media and the organisations newsletters.
- Carry out systems advocacy tasks in a timely and effective manner.
- Be available to work evenings and weekends as required.

General responsibilities:

- Attend staff, planning and Management Committee meetings as required.
- Prepare regular reports for the Executive Officer and Management Committee.
- Attend relevant conferences, seminars, meetings, training and workshops, as approved by the Executive Officer
- Deal with general enquiries as required.
- Other duties as required.

Signed(Employee)

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