

Recruitment pack – Senior Policy Advocate

The Human Rights Law Centre seeks a Senior Policy Advocate to work in our Indigenous Rights Unit for a 9 month period.

About the Human Rights Law Centre

The Human Rights Law Centre protects and promotes human rights in Australia and in Australian activities overseas. We do this using an integrated strategic combination of legal action, advocacy, research and capacity building. The HRLC works in coalition with key partners, including community organisations, law firms and barristers, academics and experts, and international and domestic human rights organisations.

The HRLC's Indigenous Rights Unit was established in October 2012 to deepen the Centre's work in partnership with Indigenous organisations to protect and promote the rights of Indigenous peoples. The Unit is both responsive and agenda-setting, receiving requests for legal assistance as well as working with Indigenous organisations to identify significant and systemic human rights issues.

Over the next three years, the Indigenous Rights Unit will focus on the following strategic priorities:

- reducing the over-representation of Indigenous peoples in all aspects of the criminal justice system including issues relating to imprisonment rates, victimisation rates, police powers, and conditions in detention;
- ensuring access to basic social and economic rights in remote Indigenous communities, in particular the rights to education and housing; and
- promoting in particular the rights of Indigenous women, children and young people in these focus areas.

About the Senior Policy Advocate role

An exciting opportunity has arisen for a Senior Policy Advocate to work as part of the HRLC's Indigenous Rights Unit - we are seeking a highly motivated, dynamic, skilled and collaborative individual.

This is a parental leave back-fill position. This position will work alongside the Unit's Director and Lawyer and will be based in Melbourne.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

Key Responsibilities

In conjunction with the Indigenous Rights Unit's Director and Lawyer and in accordance with the Unit's strategic focus areas, the Senior Policy Advocate will:

- lead the Unit's work in relation to Aboriginal and Torres Strait Islander peoples' over-imprisonment;

- coordinate and undertake consultations, research and report writing in relation to Aboriginal and Torres Strait Islander young peoples' over-imprisonment;
- undertake strategic advocacy (including political advocacy, media and public speaking), primarily in relation to Aboriginal and Torres Strait Islander peoples' over-imprisonment;
- represent the HRLC in broader networks and coalitions;
- develop strong partnerships with the HRLC's key stakeholders, with a focus on Aboriginal and Torres Strait Islander organisations;
- identify opportunities for strategic litigation that fit the Unit's Strategic Plan and work with the Unit's director and lawyer to coordinate strategic litigation and related advocacy;
- contribute to reviewing and implementing the Unit's Strategic Plan;
- assist with the mentoring of lawyers, secondees and volunteers;
- assist with HRLC seminars, events, publications and fundraising; and
- undertake administrative tasks as required in a small team.

Qualifications and Experience

Essential

- a law degree;
- substantial experience in policy development;
- demonstrated ability to work within a culturally informed and respectful approach with Aboriginal and Torres Strait Islander peoples and organisations;
- demonstrated knowledge of the issues underpinning Aboriginal and Torres Strait Islander peoples' over-imprisonment, and in particular young people's over-imprisonment;
- experience conducting political and public advocacy and media;
- knowledge of and a commitment to human rights principles and practice;
- experience drafting reports, submissions and other written documents;
- strong interpersonal skills and the ability to develop relationships of trust and confidence with diverse stakeholders, including community partners, lawyers, government officials, academics, donors and the media;
- a high degree of professionalism and a reputation for integrity, discipline and attention to detail;
- ability to work efficiently and effectively under a high degree of pressure;
- ability to work effectively in a small, dynamic and motivated team; and
- proficiency in Microsoft Office applications.

Highly Desirable

- lived experience and/or direct experience working in or with Aboriginal and Torres Strait Islander organisations and communities;
- experience undertaking strategic litigation;

- experience developing and implementing strategic social justice campaigns;
- experience developing and drafting large research reports; and
- experience working in a public interest, social justice or human rights not for profit organisation.

Terms and Conditions

- The salary will be in the range of \$75-80,000 per annum plus 9.5% superannuation (1.0 EFT) depending on qualifications, experience and other relevant considerations.
- The HRLC has charity tax status enabling us to offer staff generous salary packaging options. The tax savings for staff who take full advantage of salary packaging options significantly increases their take home pay.
- The HRLC offers flexible working arrangements, paid leave between Christmas and New Year in addition to the normal annual leave provision, opportunities for professional development, and a workplace culture that is professional, dedicated, collaborative and dynamic.
- The position will involve some travel and work outside normal business hours.
- The position will be for a 9 month fixed term period.

Applications

Applications should be sent by email to Ruth Barson at ruth.barson@hrlc.org.au and should comprise:

- a two-page document addressing the key selection criteria; and
- your resume.

Closing date for applications is **5pm on Wednesday 30 November, 2016**.

Please make your application a single PDF document with your name in the document title.

Shortlisted applicants will be contacted by telephone.

Further Information

For further information about the Human Rights Law Centre, see www.hrlc.org.au.

For further information about this position, contact Ruth Barson on 0417 773 037.