

**Queensland Advocacy for Inclusion**

Advocacy for people with disability.

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| **Position Title** | Systems Advocate |
| **Location** | Queensland Advocacy for Inclusion  Level 2, 43 Peel Street,  South Brisbane, Meanjin Qld 4101 |
| **Industrial Instrument** | Social, Community, Home Care & Disability Services Industry Award 2010 (SCHDS Award) |
| **Classification** | Level 5 |
| **Full Time/Part Time** | Part Time |
| **Position Reports to** | Principal Advocate  Disability Advocacy Practice |

1. **Queensland Advocacy for Inclusion Values**

The appointee to this position will have a commitment to Queensland Advocacy for Inclusion (QAI) to promote and implement the values and philosophies of the organisation when conducting activities and actions related to their position.

1. **Organisational Context**

QAI is an independent, community-based advocacy organisation for people with disability. QAI's purpose is to advocate for the protection and advancement of the needs, rights and lives of people with disability in Queensland. The organisation does this by engaging in systemic advocacy through campaigns directed at attitudinal, law and policy change, and by supporting the development of a range of advocacy initiatives in this State.

As QAI is a social advocacy organisation, it works to uphold the principles of fundamental human rights, social justice and inclusion in community life by:

* taking positive, ethical action,
* being on the side of people with disability,
* being understanding of their position and vulnerability,
* being independent with minimised conflicts of interest,
* focussing on fundamental needs, welfare and interests,
* doing advocacy with vigour and a sense of urgency,
* remaining loyal and accountable over time.

People involved with QAI therefore believe that people with disability:

* are as valuable as any other human beings, regardless of what they can or cannot do,
* need to live well and have the same opportunities in life as other people,
* are part of the relationships and connections of ordinary life and can participate and contribute to the rich and diverse fabric of our communities,
* should not be segregated, congregated or isolated on the basis of disability.

1. **Position Statement**

The Systems Advocate is responsible for advocating and implementing campaigns for systemic changes that promote fairness, equity, and inclusivity. The work will involve researching, analysing, and evaluating existing systems to identify areas of improvement, and proposing practical solutions that will lead to systemic reform for people with disability. You will also collaborate with stakeholders in the Queensland Independent Disability Advocacy Network (QIDAN) and decision-makers to influence policy development and implementation, in line with QIDAN’s values, goals and priorities.

***Key Position Responsibilities and Accountabilities:***

* Keep informed of current government and community attitudes and policies and their effects on the lives of people with disability.
* Research and analyse systemic opportunities and threats, identifying areas of inequity and injustice.
* Collect, analyse and present data provided through QIDAN.
* Liaise with members of the QIDAN to collate and progress systemic issues identified and influence policy development and implementation.
* Develop policies and lobby for social, cultural, attitudinal, environmental, political and legal change that advocates for the protection and advancement of the needs, rights and lives of people with disability, in consultation with QIDAN.
* Write position papers, submissions, material and campaigns in relation to identified priority issues.
* Undertake responsibility for planning, co-ordination, implementation and administration of campaign work in line with QAI’s priorities, budget and capacity to do the work.
* Identify and liaise with key players including: the Office of the Public Advocate, Office of the Public Guardian, the NDIA, Queensland Human Rights Commission, Queensland and Commonwealth Ombudsman, the Disability Royal Commission and other entities.
* Bring together or join with like-minded others, including members of QIDAN, to take further action on these issues on behalf of people with disability.
* Lobby government and community to bring about positive, sustainable change to the lives of people with disability.
* Communicate complex issues and solutions to various audiences, including policymakers, media, and the public.
* Monitor achievements and report in line with QAI’s policy.
* Ensure that records are kept and maintained in accordance with the requirements of the *Legal Profession Act 2007* (Qld), the National Association of Community Legal Centre’s Risk Management Guide and QAI’s policies and procedures, including appropriately utilising CLASS and Microsoft 365.
* Internal reporting and external reporting to the funding bodies as required.
* Participation in the network for QIDAN and assist with the facilitation of the QIDAN Community of practice.
* Work under the general supervision of the Principal Advocate and to collaborate with other individual advocate staff members of QAI.
* Comply with the code of conduct and ethics and confidentiality requirements of QAI and with the National Disability Service Standards.
* Demonstrate commitment to QAI’s values and beliefs and the principles and elements of social advocacy.
* Participate in staff meetings, planning workshops and other meetings in connection with the operation of client services and QAI.
* General office teamwork and assistance.
* Undertake own word processing and administrative tasks.
* Carry out any additional duties within the scope of the position as directed by the Principal Solicitors.

1. **Requirements of the Position:**

***Values, skills, knowledge:***

* Exceptional listening and communication skills – particularly the ability to ask the questions that will both encourage and support individuals and assist with planning strategic advocacy.
* Highly developed interpersonal skills, specifically the ability to converse with people at grass roots, as well as those in positions of authority to affect change in the lives ofpeople with disability.
* Well developed organisational and time management skills, including the ability to plan, implement and evaluate strategic pieces of work.
* Comply with the code of conduct and ethics and confidentiality requirements of QAI and with the National Disability Service Standards.

***Relationships:***

* Ability to work independently or collaboratively as part of a team to achieve positive outcomes.
* Ability to work non-confrontationally, yet reason and argue assertively on important issues on behalf of people with disability.
* Provide client and service delivery reports to the Principal Advocate within agreed timeframes.
* Driven by integrity, responsibility, accountability, attention to detail and pride in work.

***Essential:***

* Strong commitment to human rights, social justice and diversity.
* Deep understanding of systems thinking and systems approaches having a thorough understanding of the barriers and disadvantages faced by people with disability, as well as the tools and techniques used to apply systems approaches to complex problems.
* Strong analytical skills and strategic thinking with the ability to analyse complex situations and identify patterns and relationships among different variables, and use this information to develop effective strategies for addressing systemic issues.
* Excellent communication skills being able to explain complex systems concepts and ideas in a clear and concise manner to a wide range of stakeholders, including decision-makers, experts, and the general public with varying levels of communication requirements.
* Strong interpersonal and relationship-building skills while navigating complex stakeholder relationships and negotiate effectively with diverse groups of individuals and organisations. This includes the ability to build trust, establish credibility, and communicate effectively with stakeholders with different levels of expertise, backgrounds, and interests. Additionally, a systems advocate should be able to manage conflicts and resolve disagreements among stakeholders in a constructive and collaborative manner.
* Criminal history screening clearance.

***Desirable:***

* Lived experience of disability
* Previous experience at a Community Legal Centre, social justice organisation and/or disability advocacy organisation, would be advantageous.
* Legal/social work/allied health qualification or equivalent experience.
* Advocacy experience (legal or non-legal).