



Job Description Specialisterne OBES Consultant

Job Title: Specialisterne OBES Consultant	Reports to: National Manager; Quality and Practice
Location: National. Will work remote as well as on site where required/feasible	Work hours: Part Time (0.4-0.8 EFT)
Start Date: TBC	Apply to: N/A
Background Organisational context	<p>Specialisterne Centre Australia (Specialisterne or SCA) is a not-for-profit social impact enterprise established in 2015 as a branch of the global Specialisterne Foundation. SCA has a goal to create 12,000 job opportunities for autistic individuals by 2030.</p> <p>In 2015 the unemployment rate for people with autism spectrum disorders in Australia was 31.6%, more than three times the rate for people with disability (10.0%) and almost six times the rate of people without disability (5.3%).</p> <p>Our approach to achieving our goal of 12,000 jobs for people with autism:</p> <p>Creating connections – Building and creating linkages, pipelines and connections between autistic individuals and potential employers;</p> <p>Capacity Building – Building the capacity and understanding of employers and businesses to recognise and engage the skills and talents of autistic individuals, as well as assisting autistic individuals to identify their skills and talents and prepare them for roles within the workplace. We also build support capacity building of other support organisations and services that provide support to autistic individuals seeking employment;</p> <p>Measuring Impact - Measure Specialisterne’s impact; analysing existing data, models and approaches; developing evidence base; measuring efficacy of programs and innovations;</p> <p>Policy Influence - Establishing our goal and the issue for adults with autism facing employment barriers as a priority with government and industry; shape decision makers thinking and legislation; supporting industry guidelines to further grow the employment market for autistic talent;</p> <p>Innovation - Testing new approaches, filling market gaps and designing practical solutions for autistic talent to secure meaningful employment and for employers to pursue and secure autistic talent.</p> <p>Specialisterne offers a range of sourcing, assessment and recruitment programs as a fee for service option to business employers looking to diversify their workforce and develop their capacity to support neurodiverse employees. Specialisterne also actively pursues grants to engage in other project work to support autistic individuals to identify and harness their talents and connect with potential employers.</p> <p>The Specialisterne’s tailored assessment program process consists of individual assessment of candidate’s motivation, workability,</p>



Job Description Specialisterne OBES Consultant

	<p>professionalism, shared and specialist skills according to Specialisterne's Competence Model. The purpose of these assessment programs and activities is to establish individual and team comfort zones and match these with the work zone to make the best possible fit between the job and the individual.</p>
<p>Job Context:</p>	<p>The Specialisterne OBES Consultant is responsible for the provision of ongoing business enablement support (OBES) and coaching to our business clients and their autistic employees once they have successfully obtained employment. Our OBES service focuses on:</p> <ol style="list-style-type: none"> 1. Enabling autistic employees with skills and confidence to have a smooth and successful transition into their new workplace and develop the skills to succeed within their role and throughout their career. 2. Enabling the hiring managers/supervisors to feel skilled and confident in supporting and managing their autistic employees to be successful at work and ensure they adopt inclusive neurodiversity management practices. 3. Building sustainable business capacity and embed inclusive practice in businesses to adopt practices in all aspects of their business day to day (recruitment, hiring, career progression, culture etc.)
<p>Areas of Responsibility</p>	<ul style="list-style-type: none"> • Employment coaching and mentoring for autistic employees, either virtually or in-person, preparing and transitioning autistic individuals into the work environment and enablement and coaching whilst in employment to develop skills for success in the workplace. • Business enablement coaching with client managers and supervisors to support adoption of program coaching techniques and inclusive neurodiversity practices. • Development and facilitation of capacity building & professional training to provide business training and education to managers, supervisors, and co-workers. • Supporting the client with the onboarding process. • Work alongside Specialisterne OBES team to troubleshoot and build on professional knowledge. • Preparing high quality documentation according to the Specialisterne OBES process manual and quality assurance methods. • Work collaboratively with the Specialisterne Program Delivery team to support the decision making process during assessment centres. • Establishment (and where required facilitation) of support structures to retain candidates in the job. • Manage day to day communications and relationship with client organisations operational teams. • Continue to strive for improvement and innovation of OBES service. • Occasional support other areas of service delivery and project work, including program delivery or training facilitation to key clients and organisations may be required • Engaging in optional evaluation and continual improvement activities • Strong focus on maintaining and growing client business relationships • working collaboratively with internal and external stakeholders to ensure clients and candidates experience a seamless service delivery experience • Strong understanding of and alignment with organisational ethics and



Job Description Specialisterne OBES Consultant

	<p>strategic goals</p> <ul style="list-style-type: none"> • Represent SCA in external forums and events where required
Key Selection Criteria	<ul style="list-style-type: none"> • Experience working with adolescents and/or adults on the autism spectrum. • Experience in job coaching and employment mentoring • High level written and verbal communication skills • Strong organisational skills • Practical, self-motivated, collaborative, and energetic • Experience in delivery and facilitation of training courses including train the trainer courses.
Desirable Selection Criteria	<ul style="list-style-type: none"> • Managing stakeholder relationships • Experience in working in the field of disability employment and/or HR
Other information	<p>This role will require working from home. Some interstate travel will be required from time to time.</p>