



QUEENSLAND FAMILIES AND
COMMUNITIES ASSOCIATION

0422 888 059

gm@qfca.org.au

www.qfca.org.au

Sector Development Lead – Disaster Resilience

About the organisation

QFCA is the peak body for Queensland neighbourhood and community centres (NCCs). A member-based, for-purpose organisation, QFCA work alongside over 140 NCCs throughout Queensland. Our work together includes promoting the value and impact of the NCC sector, participatory research projects, network development, policy influence, resources and professional support. In the 21/22 financial year QFCA is expanding our digital engagement through a new website, members-only area and online learning platform, and working closely with the sector and government stakeholders on strategic advocacy and policy development.

Position details

Position title	Sector Development Lead – Disaster Resilience
Reports to	General Manager
Term	Contract until 23 December 2022, with a view to extension
Hours	21 hours per week initially, days and times as negotiated
Classification	Level 5.1 SCHADS
Conditions	As outlined in the SCHADS Award
Location	Work from Home and with our staff team in South East Queensland, as negotiated
Review Date	30 June 2022

Position description

The **Sector Development Lead – Disaster Resilience** role is responsible for co-developing and implementing action plans aligned with the Neighbourhood Centres Strategies for Disaster Resilience, including for bushfires, drought and monsoons. This includes enhancing, integrating and promoting the role of Neighbourhood Centres to key stakeholders in disaster resilience and the broader community. You will need to strategically identify, initiate and respond to new opportunities to strengthen the position

of NCCs with other organisations working towards disaster resilience. The role also works to build community, collective action and support amongst Queensland NCCs through collaborative initiatives.

Across the strategies, common elements include;

- raising awareness of NCCs value and role, and advocating for strengthened positioning and relationships with the disaster management sector;
- building relationships between QFCA, NCCs and the broader sector and leveraging collaborative opportunities towards disaster resilience, and;
- encouraging, supporting and energising NCCs to strengthen their approaches towards disaster resilience in their organisations and with their communities.

A second core component of this role is working with a QFCA disaster resilience researcher and NCCs to co-develop the overarching Qld Neighbourhood Centres Strategy for Disaster Resilience. This will include co-hosting online workshops with NCC participants and providing strategic input into the direction and concepts developed in the Strategy.

Key Activities

- Lead the development, implementation and continuous enhancement of the Queensland Neighbourhood Centres Strategies for Disaster Resilience, including project management and reporting
- Enhance resource and information sharing and collaboration across NCCs
- Coordinate the distribution of supplementary funds to NCCs to implement local initiatives
- Build strategic partnerships and networks to identify and respond to key opportunities across the disaster resilience sector
- Contribute to the evaluation of the bushfire and overarching disaster resilience strategy implementation
- Integrate knowledge of the disaster resilience sector with insights and stories from NCCs to develop strategic communication materials for distribution to target audiences. Work closely with the *Sector Lead – Communications and Digital Engagement* to produce NCC case studies, videos and a series of online peer education workshops.
- Manage the planning, coordination, logistics and hosting of events relating to the disaster resilience strategies. This may include online and in-person trainings, launches and workshops. You will be supported in this by the QFCA team and especially the *Sector Lead – Communications and Digital Engagement*.
- Growing the resource base of both NCCs and QFCA to foster disaster resilience, through applying for funding, grants and philanthropic support.
- Other tasks as negotiated

Key Selection Criteria

Essential

The *Sector Development Lead – Disaster Resilience* must be able to demonstrate:

- Commitment to social justice, visible through work or volunteer experience in the for-purpose or community sector
- Demonstrated understanding of, and ability to strategically engage and influence, the disaster management sector
- Insights into the role and value of Neighbourhood Centres and the key challenges they face
- Strong project management skills, including a high attention to detail, an ethos of continuous improvement, and self-motivation balanced with the ability to work as part of a broader team
- Demonstrated ability to broker purposeful, cross-sector partnerships and/or funding agreement that benefit local communities
- Excellent verbal, written and interpersonal communication skills, including high digital literacy
- Degree qualification and work experience of demonstrated value to fulfil the breadth of this position (or extensive experience and relevant training)

Desirable

- Demonstrated understanding of community development principles
- Experience working in/with Neighbourhood Centres or other community-based organisations