



JUNO

## JUNO PEER EDUCATOR POSITION DESCRIPTION

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| <b>Project</b>          | <i>On Our Path Together</i>  |
| <b>Reporting to</b>     | Project Support Worker   |
| <b>Location</b>         | Combination from home, Preston office and volunteering at various locations across Melbourne's North (in line with COVID restrictions)   |
| <b>Classification</b>   | <i>Volunteer with an honorarium</i>  |
| <b>Appointment Date</b> | The first day of training will be held in October 2021. The 3-day induction training is a probationary period. Final appointment is conditional on suitability for the role and the successful completion of the induction training. |
| <b>Exemption</b>        | Juno has an Equal Opportunity Exemption (A99/2012) and requests applications from women only.  |
| <b>Closing date</b>     | 30 <sup>th</sup> September 2021  |

### ABOUT JUNO

**Juno** works with women and non-binary people in Melbourne's northern suburbs who are experiencing homelessness and family violence. Formerly known as WISHIN\*, we have a long history of partnering with women to help them make lasting change in their lives.

We are an independent, feminist organisation with a commitment to social change. Our approach to support is non-judgemental, evidence-based, trauma informed and person-centred.

Juno's staff work with an intersectional feminist lens, recognising the many ways women can be marginalised and the cumulative effects that multiple forms of discrimination can have. We speak out and amplify the voices of women to increase awareness of the challenges they face, the support required and to advocate for change to the systems and structures that hold them back.

Our primary role is helping women in crisis and their children find secure accommodation and access resources. We also support them to find and move into long term housing and access other specialised supports.

Juno also works in partnership with women who have experienced homelessness and family violence to promote early access to information and build capacity to avert future housing crisis.

We also support women to recover from trauma and help them to increase their financial independence and connect to their communities. We advocate for change to the systems and structures holding women back and to increase awareness of the unique issues faced by women experiencing homelessness.

## POSITION PURPOSE

*On Our Path Together* tackles the growing rate of homelessness among older women. Peer Educators will receive training and bring their lived experience to training sessions, modules and resources that address the causes of older women's homelessness: gendered poverty, financial management, and lack of knowledge on government and community sector supports and services.

The project will train up to ten Peer Educators to deliver workshops to older women in their communities.

Peer Educators for *On Our Path Together* are volunteers within the Juno Services project team for the duration of the project. We anticipate the pilot workshops will be complete by January 2022.

## POSITION ACCOUNTABILITIES

- Attend *On Our Path Together* training sessions (3 days in October).
- Assist in the development of the content for the community education workshops.
- Work closely with Project Support Worker and Project Trainer to organise and deliver workshop sessions, including the recruitment of participants.
- Facilitate workshop sessions with groups of older women across Northern suburbs of Melbourne.
- Work closely with the Project Support Worker and Project Trainer to undertake project activities and events.
- Document feedback about the sessions to the Project Support Worker and Project Trainer.
- Undertake monitoring during the program with guidance from the Project Support Worker and Project Trainer.
- Participate in an evaluation at the end of the program.
- Work in a culturally sensitive manner and maintain participants' confidentiality.
- Operate within Volunteering Australia National principles.

### Specific Tasks

- Speaking about the experience of being at risk of homelessness or homeless and engaging with systems and support.
- Speak about the strengths and resilience of older women and how that can overshadow the reality of crisis on the horizon.
- Attend training and provide input to training materials.
- Plan and deliver community workshop sessions.

## EXPERIENCE AND PERSONAL ATTRIBUTES

- Willingness to speak publicly in small groups about the realities and challenges of being an older woman at risk of homelessness and engaging with support systems.
- Lived experience of homelessness or housing stress and low income (desirable but not essential)
- Be living in secure housing for the past 6 months.
- Good verbal communication skills and ability to engage with a wide range of people.
- Willing to travel to locations in Melbourne's Northern suburbs to present workshop sessions.
- Ability and desire to work closely within a team requiring co-operation, coordination and planning, inclusiveness, effective listening skills and respect for diversity.
- Ability and desire to learn remote facilitation skills (MS Teams, Zoom, Webex) as needed to present workshop sessions remotely in event of Covid Lockdown.
- Commitment to participate in accordance with Juno's policies and procedures and intersectional feminist framework.
- Commitment to the well-being of others, willingness to listen and respond without judgment, blame, or bias.
- An understanding and commitment to the principles of confidentiality and privacy.

All employees and volunteers of Juno Services Inc are expected to comply with the organisation's policies and procedures.

A summary is listed below:

- Volunteer engagement will be subject to a valid Police Check and Working with Children Check.
- Employees and volunteers are expected to conduct themselves in a manner consistent with Juno's Code of Conduct, Equal Opportunity, Health and Safety, Privacy and Confidentiality, Cultural Competency standards and all other policies and procedures.
- Adhere to Juno Services COVID Safe Plan and policies and procedures.
- Volunteers are expected to present for project activities on time and follow notification guidelines when ill or late.

## HONORARIUM

Peer Educator volunteers who undertake OOPT activities receive an honorarium per hour of training, planning and deliver of community workshop sessions. Honorariums are only provided after the day's activities have been completed. Honorariums may be paid by direct deposit or in voucher form.

In recognition of the financial barriers that exist for many expert volunteers, Juno will also provide reimbursement for costs incurred during volunteering, such as travel, parking and childcare.

## POLICE AND WORKING WITH CHILDREN CHECK

Juno Services is committed to pre-employment and ongoing screening of all employees, board members and volunteers as part of its commitment to providing a quality service in a safe environment.

In line with the Department of Families, Fairness & Housing safety screening for funded organisations policy, an offer of volunteer placement will not occur until the safety screening processes have been completed, and any issues have been assessed.

Safety screening is not a means of precluding people with an adverse history from being a volunteer at Juno. The relevance of any adverse history is assessed strictly in relation to the volunteer role.

Safety screening checks will be undertaken in strict compliance with the privacy and confidentiality principles as required by relevant legislation.

Juno Services will organise and cover the costs of all required safety screening checks and organise the national Police Checks.

Peer Educator applicants will be required to undertake the following safety checks:

- National Police Check:
- International Police Check (when relevant)
- Working With Children Check

## FURTHER INFORMATION

Further information and applications can be addressed to:

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