



## Stand Up Facilitator Position Description

Title	Stand Up Facilitator
Reports to	Isabella Nahon (Step Up Coordinator) Education Coordinator
Location	Melbourne & Sydney
Start Date	May 2022
Type	Casual Employee  The role will primarily operate during school terms (up to 10 hours per week) depending on operational demands and requirements.
Award Grade & Pay	Miscellaneous Award 2020, Level 2. Weekdays: \$27.15 per hour plus superannuation Sundays: \$38.01 per hour plus superannuation

### OVERVIEW OF STAND UP:

#### PURPOSE

As Jews we have a responsibility to improve our world. Stand Up exists to channel the collective energy, expertise and compassion of the Australian Jewish community to grasp and fulfill this responsibility.

#### VISION

Australian Jews realising a just Australia where everyone has the opportunity to thrive – unconstrained by attitudes and systems that entrench disadvantage.

#### MISSION

Inspiring and mobilising the Australian Jewish community and working together with marginalised communities to tackle Australia's most pressing social challenges through action and education.

### PURPOSE OF THIS ROLE:

Stand Up facilitators are responsible for facilitating Stand Up's Bnei Mitzvah Program, 'Step Up', as well as several new programs that will run consistently in partnership with Jewish schools.



## **MAIN DUTIES:**

- Preparation prior to program delivery. This includes:
  - Facilitator training sessions.
  - Reading supplementary materials.
  - Attending meetings and planning prior to program delivery.
- Delivery of social justice programming in the Step Up program and across Jewish schools. This includes:
  - Facilitating interactive programs, incorporating methods of informal education.
  - Relationship building and support for program participants.
  - Consultation with program coordinators.
  - Preparation and reviews of programs.
  - Engage, welcome and be friendly towards parents, teachers and other stakeholders.
- Basic program administration.
- Reporting of incidents or new risks directly to program coordinators.
- Ensure that participants:
  - Engage positively with Stand Up programming.
  - Behave appropriately toward one another, for example, by maintaining the appropriate role boundaries and professional conduct at all times.
  - Are in a safe environment and are protected from external threats, for example, feeling unsafe in the presence of other participants and/or their facilitators.

In particular this role requires you to avoid one-to-one unsupervised situations with children and young people to whom we provide services, and (where possible) to conduct all activities and/or discussions with service recipients in view of other personnel.

## **GENERAL:**

- Communication with all key stakeholders.
- Operate in a manner that is collaborative; sharing information and knowledge which contributes to team development.
- Active participation in Stand Up programs, events, social media and publications.
- Being a Stand Up role model: exemplify the values of empowerment, professionalism, enlightened hospitality and organisational excellence.

## **SKILLS, KNOWLEDGE AND EXPERIENCE:**

- Strong verbal and written communication skills
- Organised and able to meet deadlines
- Ability to lead, manage and motivate others
- Ability to use own initiative
- Working knowledge of online communications tools such as 'zoom' or 'hangouts'.



- Experience working as part of a team and in a semi-independent manner.
- Ability to manage key relationships, troubleshoot issues and forge consensus.
- Knowledge and experience of the Australian Jewish Community.
- An understanding of historical and current issues faced by Aboriginal and Torres Strait Islander people.
- A broad understanding of the wider impacts of Stand Up's work including issues such as international politics, development philosophy, cross cultural understanding, and the social, cultural and economic aspects of the communities in which Stand Up works.

#### **QUALIFICATIONS:**

- Previous experience in developing and facilitating informal education programs and working with young students

#### **PERSONAL ATTRIBUTES:**

- Understanding of and commitment to Stand Up's development philosophy, principles and objectives.
- Personable
- Entrepreneurial spirit
- Patience and tolerance for other perspectives
- Problem solver
- An appreciation for the historical and contemporary Jewish thought on *chesed*, *tzedakah* and *tikkun olam*