



POSITION DESCRIPTION

Job Title	Policy Officer
Reporting to	National Policy & Systemic Manager
Classification Level	Level 4 role
Salary Range	
Term	Full time, fixed term until 30 June 2024
Location	National/Flexible
Direct Reports	Nil

ABOUT FPDN

First Peoples Disability Network Australia is a national organisation of and for Australia's First Peoples with disability, their families and communities. Our purpose is to promote respect for human rights, secure social justice, and empower First Peoples with disability to participate in Australian society on an equal basis with others. We are the custodians of the narratives of First Peoples with disability, their families and communities and we recognise this important responsibility. We work for the recognition, respect, protection and fulfilment of the human rights of First Peoples with disability and their families.

THE ROLE

FPDN is working to improve partnerships and collaboration with governments and the disability sector to co-design solutions to improve outcomes for First Peoples with disability across all policy areas under our National Disability Footprint programme. The National Disability Footprint will enhance FPDN's capacity to represent the rights, priorities and interests of First Peoples with disability through increasing engagement with First Peoples with disability and their communities, strengthen FPDN's presence in program and policy design nationally and jurisdictionally to address disability as a cross-cutting policy issue under Closing the Gap. The structure of the National Disability Footprint will ensure visibility, representation and meaningful engagement, training and systemic advocacy, nationally and in each state and territory.

The role of Policy Officer is to work with our systemic advocacy team, driving change for Aboriginal and Torres Strait Islander people with disability at the national peak organisation. The role will provide policy advice and support research and strategies in consultation with stakeholders to develop policy and drive reform to support the achievement of FPDN's priorities.

DUTIES AND RESPONSIBILITIES

- Develop and deliver policies that respond to legislative amendments affecting Aboriginal children, families, communities and agencies.
- Develop and maintain timely advice, detailed briefings, resource materials, reports, correspondence and submissions on a range of complex policy issues to inform FPDN's policy and advocacy objectives.
- Participate and lead in working groups, committees, community consultations, and other associated forums to support FPDN's objectives.
- Work closely and maintain strong connections with Aboriginal agencies, communities, families and government agencies to ensure confidence in FPDN's work.
- Maintain a comprehensive understanding of issues affecting Aboriginal peoples in NSW.
- Undertake other duties within the scope of this role, as directed.

KEY SKILLS & EXPERIENCE

Essential

- A commitment to Aboriginal and Torres Strait Islander peoples being self-determining and a demonstrated capacity to work positively with them and their organisations
- Knowledge, respect and support for the cultural values and practices of Aboriginal and Torres Strait Islander peoples.
- A demonstrated knowledge and understanding of the Aboriginal and Torres Strait Islander disability sector and the related challenges in accessing supports and a that have an demonstrated of the intersectionality of disability and indigeneity from a social disability model and cultural perspective,
- Understanding of and ability to work within a human rights framework established by the United Nations *Convention on the Rights of Persons with Disabilities*, and the United Nations *Declaration on the Rights of Indigenous Peoples*.
- A knowledge and understanding of Australia's disability systems including current policies and reforms and being implemented by Australian Governments.
- Proven and high-level project management, research, and analytical skills;
- Highly developed interpersonal, influencing and negotiation skills and excellent oral and written communication skills.
- Proven ability to write complex policy material for a range of audiences, preferably in non-government organisations.
- Proven ability to successfully engage internal and external stakeholders, including Aboriginal and Torres Strait Islander leaders, in relation to complex and potentially controversial matters.
- A capacity to undertake policy work with a high level of complexity and sensitivity and operate under broad direction with a high level of day-to-day autonomy.
- Qualifications in social sciences, social policy or related areas

Desirable

- Lived experience of disability

First Peoples Disability Network Australia is a proud employer of First Nations people with disability, and Aboriginal and Torres Strait Islander people with a lived experience of disability are strongly encouraged to apply. We are an EEO employer and embrace the diversity of our people, including diversity in disability, race, cultural background, ethnicity, age, gender identity, sexual orientation and intersex status.