

UTS Position Description

UTS:HUMAN RESOURCES

Position Title	Community Advisor
Unit/Division or Faculty	Anti-Slavery Australia, Faculty of Law
Position Number (if known)	
Current HEW Level	Level 6.1, \$66.62 per hour (casual rate)
Job Family(HR Use Only)	
ANZSCO Code (HR Use Only)	

POSITION PURPOSE

Forced marriage happens when a person gets married without freely and fully consenting. This might be because they are pressured, threatened, tricked or are otherwise unable to consent – for example, because of their age or a disability. Forced marriage is a type of modern slavery and a crime in Australia.

Anti-Slavery Australia has been funded by the Australian government to deliver the ‘My Blue Sky’ project, which will deliver targeted education and awareness-raising initiatives on forced marriage to vulnerable communities across Australia in 2025-26. This project aims to increase awareness and understanding of forced marriage laws and supports in Australia through community-led education and engagement.

We are establishing a national network of **Community Advisors** to help shape how My Blue Sky communicates with and supports communities across Australia who are affected by forced marriage. This role is about your community knowledge, connections and desire to make a difference. We recognise lived experience as an invaluable form of professional expertise, and value the voices, knowledge and leadership of people from communities affected by forced marriage. **As such, we welcome applications from:**

- **People with lived experience of forced marriage in their personal life or within their community;**
- **Community leaders and advocates; and**
- **People of all professional, educational, cultural, ethnic, religious and linguistic backgrounds.**

This is a remote position open to applicants across Australia.

There may be the occasional opportunity to travel domestically within Australia, depending on your connections and availability.

ENVIRONMENT AND DIMENSIONS

The University of Technology Sydney (UTS) has a bold vision to be a leading public university of technology recognised for our global impact. UTS is defined by our support for the economic, social and cultural prosperity of our communities. We are measured by the success of our partners, staff and students and we are committed to research, innovation and the dissemination of knowledge of public value. We are, and always will be, an inclusive university.

The Faculty of Law has a reputation for teaching and learning innovation, world-class research and external engagement with the legal profession and wider community. The Faculty has a strong teaching focus, a dynamic research culture and a commitment to social justice and inclusion. The Faculty of Law operates on the City (Haymarket) campus.

Anti-Slavery Australia (ASA) is a Centre of the UTS Faculty of Law dedicated to addressing all forms of modern slavery in Australia, including forced marriage. The Centre provides free, confidential legal and migration assistance to people affected by modern slavery, and has an active research, policy development and social justice focus. With funding from the Australian government, ASA established and

runs My Blue Sky (mybluesky.org.au) – the first national information, advice and referral service for forced marriage – and engages in community education and awareness-raising on forced marriage through its national ‘Speak Now’ project.

RELATIONSHIPS

Supervision

The position reports to the Community Engagement Coordinator and My Blue Sky Project Coordinator at Anti-Slavery Australia.

Collaboration and Communication

Internal:

- ASA Director, Centre and Project Coordinators, Speak Now Project Team, Lawyers and other staff and volunteers at Anti-Slavery Australia.

External:

- Community leaders, community members, people with lived experience of forced marriage, community organisations and frontline service providers.

MAJOR RESPONSIBILITIES

1. Build and contribute to knowledge around community education and awareness-raising in relation to forced marriage and My Blue Sky.

- Participate in introductory training on forced marriage, the law and the support options available, as well as on key considerations when engaging with communities (e.g. trauma-informed practice, risk management, appropriate responses in the event of disclosures, etc.).
- Participate in workshops and consultations, and provide advice and input to co-design and deliver community engagement and awareness-raising initiatives.
- Attend additional inductions, team meetings and debrief sessions as required.
- Contribute local knowledge and cultural expertise to ensure all community engagements and messaging are safe, trauma-informed, culturally appropriate, and responsive to the needs, values, strengths and challenges of each community. Where relevant, you may draw on any lived or community experience you may have. You will not be required to disclose your personal experiences at any stage, but you may voluntarily choose to do so if you wish.

2. Deliver engagement activities with local communities to increase awareness of forced marriage, rights around marriage, and the support options available.

- In collaboration with the Community Engagement Coordinator and other ASA team members:
 - Identify engagement opportunities with local communities, and organise and deliver educational initiatives e.g. workshops, presentations, outreach at existing community events, or other ideas.
 - Develop, review and disseminate culturally relevant and engaging educational materials for communities and relevant community or frontline organisations.
 - Consult with local communities to assess and address their needs, values, strengths and challenges (including any barriers to participation).
- Assist with basic event logistics, such as organising venues, registration, catering, interpreters and childminding arrangements.

- Promote and increase attendance for community engagement activities, including outreach with affected groups (e.g. young people, women, parents) and your networks.
- Ensure all educational materials are tailored, accessible and responsive to each target community, including being presented in the appropriate language and media formats.
- Ensure all initiatives are developed collaboratively and approved by the Coordinators before delivery, including providing updates on progress or challenges through agreed channels.
- Support the monitoring and evaluation of project activities through data collection, reflection and participation in feedback sessions. This includes supporting the safe, confidential and ethical collection of community feedback and suggestions for project evaluation (e.g. through surveys, informal conversations, debriefs, case studies, etc.).

POSITION CHALLENGES

The key challenges of the position are to:

- Communicate in a culturally respectful and trauma-informed manner with a diverse range of community/civil society stakeholders.
- Ensure community participants feel included, respected, heard and supported to participate meaningfully throughout the course of the project.
- Ensure project activities are responsive to the needs, values, strengths and challenges of each target community.
- Demonstrate initiative, good judgement and flexibility to ensure project activities are delivered to a high standard and within time constraints.
- Ensure that confidential and sensitive matters are dealt with appropriately.

AUTHORITY

The incumbent takes direction from the Community Engagement Coordinator and My Blue Sky Project Coordinator. The incumbent exercises a responsibility guided by the rules, regulations and policy of the University and Faculty operational guidelines.

HEALTH AND SAFETY

The Community Advisor must:

- Take reasonable care of, and cooperate with actions taken to protect, the health and safety of both themselves and others, and
- Follow specific health and safety procedures as directed.

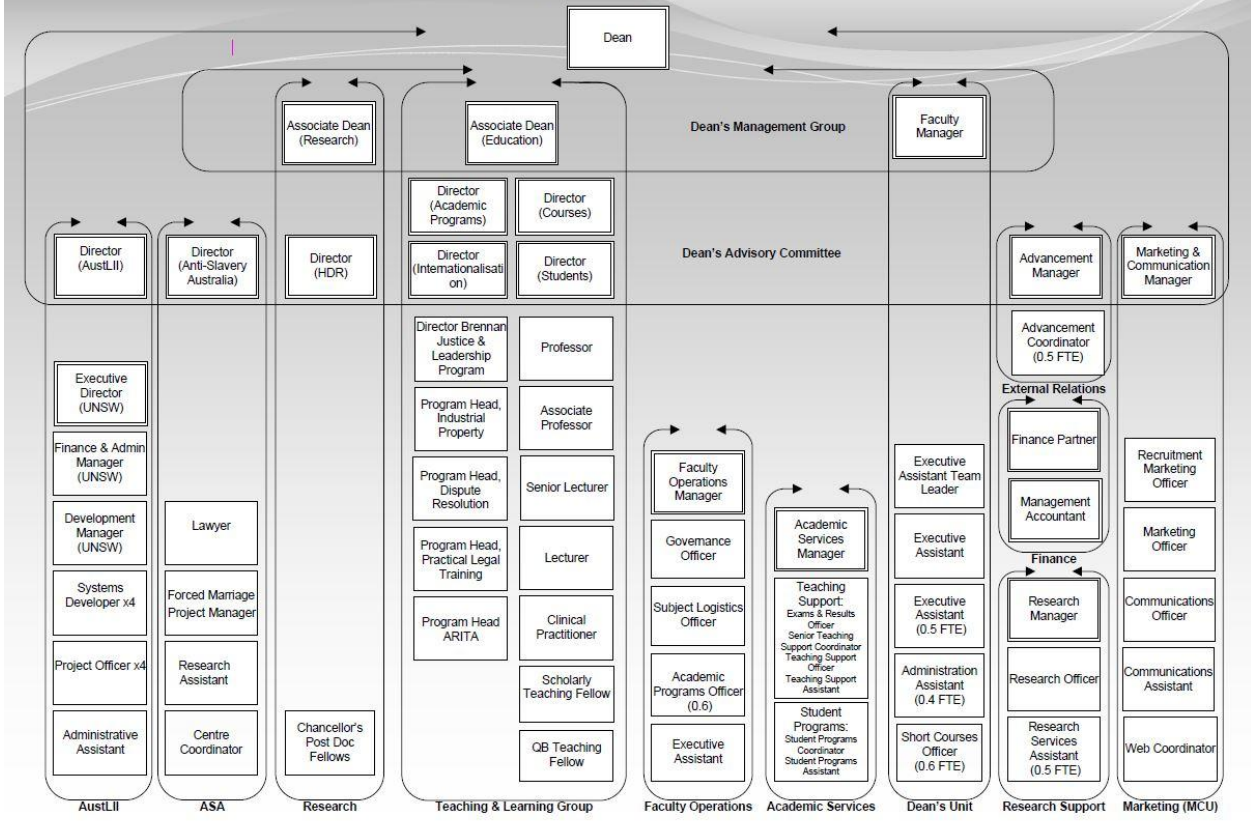
RECORDS MANAGEMENT

The Community Advisor must:

- Create and collect records that document their activities.
- Manage records consistent with Centre, Faculty and University procedures and ethics approvals.

ORGANISATION CHART

Faculty of Law Organisational Chart 11.13



UTS KEY SELECTION CRITERIA

UTS:HUMAN RESOURCES

POSITION: Community Advisor
FACULTY/UNIT: Anti-Slavery Australia

Skills and Attributes

- Strong connections and trust with communities affected by forced marriage. Lived or community experience is welcomed, but disclosure of personal details is not expected.
- Interest in raising awareness about forced marriage and helping people access support.
- Excellent organisational and communication (oral and written) skills.
- Excellent teamwork, leadership and stakeholder engagement skills.
- Cultural competency and cross-cultural communication skills.
- Event management and logistics skills.
- Problem-solving, flexibility and ability to manage multiple priorities.
- Commitment to promoting safety, equality and respect.
- Ability to travel within Australia if required.

Knowledge

- Knowledge of the needs, values and dynamics within your community in relation to marriage.
- Knowledge of forced marriage and/or related issues, such as family and domestic violence, gender-based violence, honour-based violence, sexual violence and child abuse, is desirable.
- Knowledge of human rights and rights-based education is desirable.
- Knowledge of culturally sensitive, trauma-informed and strengths-based approaches is desirable.

Qualifications

- Current Working With Children Checks, or the ability to obtain checks, in each relevant jurisdiction.

Experience

- Experience in developing and delivering presentations and training.
- Experience working with vulnerable communities and/or those affected by forced marriage is desirable.
- Experience in developing, implementing or evaluating community programs and/or advocacy is desirable.