



Position description

Lived Experience Strategic Project Lead

Join us in working together to end homelessness in Victoria

Position overview

This is a developmental, 12-month contract role and will make an important contribution to advancing CHP's mission to end homelessness through evidence-based policy solutions that are informed by the voices and expertise of people with lived and living experience (LE) of being without a home.

We're looking for an experienced and dynamic project leader with a passion to create the systemic change needed to end homelessness in Victoria. You will have an unwavering commitment to elevating the voices and impact of people with LE on public policy, as well as on program design and response across the homelessness sector and in community education. Ideally, you will have connection to or strong knowledge of a lived experience/consumer sector – homeless or other alongside substantial expertise in codesign and coproduction and in strategy development.

Reporting to and working closely with the CHP Director of Lived Experience Programs, you will lead the co-design and implementation of strategic projects aimed at building collaboration across the specialist homelessness services (SHS) sector and with other stakeholders. Core to your role is co-designing and leading work across the state to develop a shared vision and strategy for elevating LE voices and impact across Victoria. All strategic projects will focus on enabling and increasing responsiveness to the voices and expertise of people with LE of homelessness.

The role will largely be external facing but will involve engagement and collaboration with other CHP LE initiatives and all CHP teams on shared interest projects.

Aboriginal and Torres Strait Islander people and people with lived experience of homelessness or other intersecting lived experience and who are experienced in codesign and/or project management are encouraged to apply.

This is a 12-month contract role at 0.6 FTE. The position is classified at SCHADS 6 with 12% employer superannuation payable.



Organisational context

Vision

An end to homelessness in Victoria.

Purpose

To work with, for, and alongside the specialist homelessness sector to co-create, support, and deliver on the solutions to end homelessness in Victoria.

We believe...

- homelessness should be rare, brief, and non-recurring.
- self-determination is the pathway to ending Aboriginal and Torres Strait Islander homelessness.
- ending homelessness is possible.
- homelessness is the outcome of structural inequity and inequality.
- in diversity, equity, and inclusion for every Victorian
- a collective voice for the sector will build more power and have more influence than any single voice alone.
- people with living and lived experience are crucial experts in ending homelessness.
- an equipped and resourced specialist homelessness sector can help us end homelessness.

CHP commitment to Elevating Lived Experience Voices and Impact

Council to Homeless Persons (CHP) has a long history (20 years) of working to elevate the voice and impact of people who have lived experience of homelessness. Over the next two years, CHP will be focused on a sector level strategic action plan to build and join up sector-wide effort in this space. The Board has re-committed CHP to *effectively lead, support and coordinate sector-wide, multi-stakeholder effort to elevate LLE voice and impact*. The goals identified for this work are to:

Goal 1: Provide leadership and support to the SHS sector to elevate LE voices and impact across the sector.

Goal 2: Influence government to systematically build LE voice into policy development cycles and program design and review processes.

Goal 3: In partnership with the SHS sector, local government, and communities to design and deliver LE informed community education programs on homelessness that shift the dial on attitudes and activate communities.



Key responsibilities

Contributing to CHP Culture

It is expected that each employee at CHP will strengthen our culture through understanding and acting on our values which are:

- Lighten each day: We celebrate progress, support each other, and bring the energy and momentum to keep moving forward together.
- Ignite Connection: We check in, show kindness, and create the connections that build trust and belonging.
- Forge the Future: We lead with courage, speak up boldly, own our decisions, and take action when its needed.
- Together as one: We act as one team, share knowledge openly, and achieve greater impact together

Position responsibilities

The key responsibilities for this position include:

1. LE Strategic Action Plan and other strategic projects
 - Undertake a range of activities including but not limited to activity/practice mapping, consultation, co-design and project management involved in developing a sector wide Vision and Strategic Action Plan for Elevating Lived Experience Voices and Impact (LE Strategic Action Plan)
 - Establish and support through CHP and in collaboration with LE communities and the SHS sector development a sector Guidance Council for the LE Strategic Action Plan
 - Lead the design and implementation of a monitoring, evaluation and learning framework for the LE Strategic Action Plan, coordinate reporting on the plan
 - Identify opportunities to attract income to enable the implementation of the LE Strategic Action Plan, assist in writing related grant applications and funding propositions
 - Design and lead early implementation of prioritised projects identified in the LE Strategic Action Plan including region or community specific projects.
 - Provide project leadership and support for one or more other (short-term) strategic project as required



2. Relationship making and reporting
 - Develop and enable a statewide network of SHS sector champions for elevating LE voices and impact
 - Develop and maintain collaborative and positive relationships across the sector and with key stakeholders
 - Create positive linkage with allied lived experience communities and their organisations
 - Identify and engage in partnerships tailored to enable selected strategic projects
 - Ensure all required reports related to strategic projects are completed on time and to a high standard
3. Collaboration within CHP
 - Work closely and collaboratively with the LE Register Project Lead ensuring project planning and consultation is integrated and nonduplicating
 - Engage and support CHPs LE experts in roles associated with strategic projects
 - Develop and maintain collaborative relationships across CHP teams
 - Contribute to the co-design and implementation of cross-team projects of shared interest and linked to the CHP Annual Work Plan or the LE Strategic Action Plan
4. Maintain a focus on safety and wellbeing
 - Understand and act on your own workplace wellbeing strategies in a manner that is aligned with CHPs workplace values and Workplace Wellbeing and Occupational Health & Safety policies and procedures
 - Comply with CHPs Occupational Health & Safety policies and procedures including by
 - a) reporting incidents to the Director of LE Programs
 - b) reporting any hazards or concerns you identify in the workplace
 - c) participating in relevant training

Selection criteria

Qualifications

- Tertiary or post graduate qualification in Community Development, Social Policy, Social Research, Social Work, Community Development, or related field or equivalent lived experience.
- Training in project management methodology or equivalent practical project management experience
- Training in codesign and coproduction methodologies or equivalent practical experience in facilitating codesign processes
- Eligibility for a satisfactory Police Check.



- Eligibility for a Working with Children Check.

Additional training or qualifications or extensive hands-on experience desirable for this role are:

- Group facilitation
- Training as a LE supervisor

Essential skills & demonstrated experience

- Designing and managing projects involving multiple stakeholders in the human services sector
- Leading collaborative effort and building positive networks across diverse stakeholder groups including LE communities, service providers and government actors
- Designing and/or implementing monitoring, evaluation and learning frameworks
- Designing and implementing co-design/coproduction processes and consultation

Essential capabilities

- High-level verbal and written communication skills including ability to:
 - communicate effectively with people in different roles and with different lived experiences
 - synthesize complex ideas and concepts into accessible communications
 - prepare well-written reports and submissions
- Expertise in codesign and consultation
- Ability to prepare and deliver on well-considered and viable (action) plans, submissions and grant applications, and reports
- Creative approach to problem solving and generating new pathways to achieving outcomes
- Ability to organise and prioritise tasks and projects and effectively manage workload
- Strengths-based and trauma informed approach
- Ability to work in partnership with and support the contribution of people with LE expertise and knowledge
- Ability to work respectfully and well in cross-cultural settings

Desirable skills and experience

- Experience in working within a LE sector/organisation or with LE stakeholders
- Experience in a designated LE role
- Knowledge of the homelessness sector and its operating context
- Experience in working in or with a peak or membership-based organisation



Benefits

- 0.6 FTE at SCHADs 6
- 4 weeks paid annual leave (17.5% leave loading), plus bonus leave between Christmas and New Year
- Salary packaging benefits of up to \$15,900 + \$2,650 meal and entertainment
- Some work from home provisions
- Preferred pattern of work – usually over 3 days, Tuesday to Thursday (with some flexibility)

Other relevant information

- To be eligible to apply for this position you must have the right to work in Australia (i.e., be an Australian or New Zealand citizen, permanent resident or hold a valid work permit or visa).
- All appointments are subject to reference and pre-employment checks. A preferred candidate with an adverse employment history or criminal record will not necessarily be precluded from employment with Council to Homeless Persons, and each application will be considered on its merits.
- You will be required to consent to a Police Check and Working with Children check

To apply

To be considered for this role, please email a **current resume** and **cover letter** which outlines your suitability for the role with reference to the selection criteria and your experience against the key responsibilities (cover letter within two pages) via Ethical Jobs or atsijobs.com.au

Applications close midnight Thursday 11 June 2026. If you would like to discuss this role in more detail prior to applying, please contact kathy@chp.org.au before 3 June 2026. Early applications are welcomed.