

HRE Coordinator

PURPOSE OF THE POSITION

As the Human Rights Education Coordinator, you drive the delivery of Amnesty International Australia's (AIA) human rights education initiatives. You develop and deliver education resources and learning activities that build understanding of human rights and encourage engagement in human rights. Working within established education frameworks and campaign priorities, you contribute to accessible and inclusive learning materials that promote allyship, amplify lived experience and support truth-telling. You manage defined projects and collaborate with internal teams, activists and community partners to deliver education initiatives aligned with AIA's people-powered strategy.

KEY DUTIES

- Coordinate the delivery of human rights education initiatives, including planning activities and managing project timelines.
- Develop and maintain education resources aligned with campaign and engagement priorities.
- Contribute to the design and ongoing improvement of accessible and inclusive human rights education materials for a range of audiences.
- Support the delivery of workshops, training sessions and learning activities for activists, educators and community groups.
- Support storytelling and lived-experience approaches that strengthen understanding of human rights and allyship.
- Assist in developing and refining "train the trainer" resources and learning pathways for activists and community groups
- Provide guidance to volunteers or colleagues contributing to education initiatives where appropriate.
- Contribute to team planning, monitoring and evaluation of education activities to support continuous improvement.
- Work collaboratively with internal teams to align education initiatives with campaign priorities.
- Engage with activists, educators, community members and partner organisations to support program delivery.
- Support collaboration with the Indigenous Rights team and partners on initiatives that promote truth-telling and understanding of Australia's history.
- Undertake other tasks within skill and competence as required, performing routine tasks with supervision and escalating issues as appropriate.

QUALIFICATIONS & EXPERIENCE

- Relevant tertiary qualification or equivalent experience in education, community development, social sciences, human rights, international development or a related field.
- Experience in youth or adult education, training, facilitation, learning design, or community education.
- Demonstrated experience coordinating projects or program activities and delivering outcomes within agreed timelines.
- Experience facilitating workshops, training sessions or learning activities with community groups, educators, activists or similar audiences.
- Experience using participatory, co-design or community-informed approaches, or a demonstrated willingness to develop this capability.
- Strong written and verbal communication skills, including the ability to adapt content for different audiences and formats.

DESIRABLE

- Understanding of the Australian political system
- Experience of and or understanding of community organising approaches
- Demonstrated experience in or commitment to working with rights holders

Skills

Strong collaborator, inspiring and empowering people to learn, and achieve their goals
Future focused, creative with a solution mindset
Able to adapt to people from different backgrounds
Creating change through co-design and participatory approaches with communities



Department: Community Engagement + Organising team (PPCU)

Location: Based in any Action Centre. (The role may involve interstate/regional travel as required)

Employment: Permanent, full-time position, Level 6

Reports to: Campaigning: Community Engagement + Organising Manager

Other Information: Must have full working rights in Australia

Please apply at: [Amnesty.org.au](https://www.amnesty.org.au)



About Amnesty International Australia

We are an independent, global movement that campaigns courageously for human rights for everyone.

We're ordinary people from all walks of life, using our passion and commitment to bring torturers to justice, change oppressive laws and free people imprisoned just for voicing their opinion.

We're independent of any government, political ideology, economic interest or religion to ensure we can speak out on human rights abuses wherever they occur.

We stand for equality, justice, freedom, and human dignity and are guided by our values. Every day we move closer to a world where human rights are enjoyed by all.

HOW WE VALUE YOUR CONTRIBUTION

REMUNERATION PACKAGE

We aim to provide an overall remuneration package that is attractive and fair. Our remuneration framework is transparent and in alignment with employment conditions and laws. We benchmark against the local market to ensure we offer competitive employment conditions appropriate to our sector.

LEAVE

You will have access to 20 days of paid annual leave (pro-rated for part-time employees), receive an additional gratis leave during the end-of-year shutdown between Christmas and New Year. You can purchase up to 8-weeks of annual leave per year, are entitled to 12 days personal/carer's leave, and 18 weeks paid parental leave, as well as long service leave and bereavement leave.

FLEXIBLE WORKING ARRANGEMENT

You will have access to flexible working arrangements, e.g., working from home days, change of start and end times. We encourage a culture of flexibility and enable conversation between yourself and your manager about maintaining work-life balance.

SALARY PACKAGING

As a Non-Governmental Organisation, our staff are eligible for salary sacrificing. The Australian Taxation Office (ATO) allows us to reimburse you for your personal expenses without having to pay any income or fringe benefits tax that would normally be payable. These tax concessions are in additions to the income tax Free threshold.

EMPLOYEE WELLBEING

We are committed to the health and wellbeing of our movement so that we can be more effective in defending human rights. The mental health and wellbeing of Amnesty people is key for sustainability of our movement. We have implemented a [Mental Health and Wellbeing Action Plan 2022-2025](#) and all our staff have access to our Employee Assistance Program.

LEARNING AND DEVELOPMENT

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

Our Values

Empowerment – we build people power

Persistence – we are resolute in pursuit of our goals

Integrity – we hold ourselves to the highest standards

Courage – we are fearless in upholding human rights