



Position description

Senior Policy & Advocacy Officer

Join us in working to end homelessness in Victoria

This is a pivotal role in advancing CHP's mission to end homelessness by developing innovative, evidence-based homelessness policy solutions and advocacy strategies to promote them.

We're looking for a public policy expert, ideally with a strong knowledge of the Victorian homelessness sector, who brings a good head for statistics and a passion to create the systemic change needed to end homelessness in Victoria.

You'll work collaboratively with member organisations, consumers of homelessness programs, and volunteers from CHP's Lived Experience team to shape policy positions and build coalitions of support to drive systemic change.

The role also contributes to the development and implementation of CHP's media engagement, working closely with the Director of Policy and Communications and contracted media advisors.

This is an ongoing role at 0.8 FTE. The salary is \$105,577.68 per annum (pro rata), plus generous salary packaging and extra leave between Christmas and New Year.

Applicants with lived experience of homelessness are encouraged to apply.

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.

Our Values

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 connections that build trust and belonging.

Forge the Future: We lead with courage, speak up boldly, own our decisions, and take action when it's needed.

Together as One: We act as one team, share knowledge openly, and achieve greater impact together.

Key responsibilities

The key responsibilities of the position include:

- Deliver strategic homelessness policy and advocacy advice to the Director of Policy and Communications.
- Undertake policy and advocacy development and research for CHP, including:
 - developing policy positions related to preventing and ending homelessness;
 - undertaking consumer and sector consultation to inform these policy positions;
 - developing advocacy strategies to facilitate the adoption of these policy positions
 - identifying research gaps and developing relevant research projects to advance CHP's policy and advocacy objectives;
 - remaining up to date about new research findings related to preventing and ending homelessness;
 - writing submissions or written responses to government processes;



- writing speeches, Parity articles, and briefing notes as required; and
 - participating in relevant reference and work groups, meetings and consultations
- Contribute to the development and implementation of CHP's media engagement in collaboration with the Director, Policy and Communications and CHP's contracted media advisers

Selection criteria

Qualifications

- Tertiary or post graduate qualification in Social Policy, Social Research, Social Work, Community Development, or related field or equivalent lived experience.
- Eligibility for a satisfactory Police Check.
- Eligibility for a Working with Children Check.

Essential experience & knowledge

- Demonstrated experience in a social policy role, with a demonstrated ability to analyse and develop policy, analyse statistics, produce high quality submissions, reports and position papers and effectively influence policy debates – or equivalent lived experience.
- Demonstrated knowledge of the Victorian political system
- Extensive knowledge of policy relating to human services, including an understanding of the drivers of homelessness, and issues experienced by people who are homeless. Knowledge of the homelessness service system is desirable.

Essential capabilities & skills

- High-level verbal and written communication skills with the ability to communicate effectively to a range of diverse audiences
- Ability to interpret, analyse and describe data.
- Well developed interpersonal and stakeholder management skills.

Desirable skills & experience

- Project Management Experience: Demonstrated experience in managing and coordinating projects, particularly within the social services or non-profit sector.



- Stakeholder Engagement: Strong ability to build and maintain relationships with diverse stakeholders, including government agencies, community organisations, and individuals with lived experience.
- Familiarity with using AIHW datacubes and Advoc8 stakeholder management platform

Benefits and culture

- 4 weeks paid annual leave (17.5% leave loading), plus bonus leave in between Christmas and New Year
- Generous Salary packaging
- Hybrid and flexible working conditions

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. Pre-employment checks for this position may include:
- You may 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 EthicalJobs or atsijobs.com.au

Applications close midnight Sunday 2 August 2026.

If you would like to discuss this role in more detail, please contact the Director of Policy and Communications, Lucas Testro at lucas@chp.org.au