

LGBTQIA+ Peer Advocate

Individual Advocacy and System Navigation: Ageing with HIV

Living Positive Victoria, Position Description

Title	LGBTQIA+ Advocate (Ageing with HIV)
Working title	Individual Advocacy and System Navigation Officer, Ageing with HIV
Classification	Social, Community, Home Care and Disability Services (SCHADS) Award, Level 5.1
Organisation	Living Positive Victoria
Work Location	Melbourne CBD, with regular travel and outreach to regional Victoria; telehealth and tele-support delivery
Employment Type	Part time, fixed term to 30 June 2028 (0.6 EFT),
Salary Range	SCHADS Award Level 5.1: generous salary packaging available
Reports To	Programs Manager
Reviewed and updated	July 2026

About Living Positive Victoria

Living Positive Victoria (LPV) is a not-for-profit, community-based organisation representing all people living with HIV in Victoria. Founded in 1988, LPV is committed to the advancement of human rights and the wellbeing of all people living with HIV (PLHIV) in Victoria.

LPV is a peer-led organisation. This means our work is designed, guided and delivered by and with people living with HIV, not for them. We believe that lived experience is expertise, and we are committed to placing the voices and leadership of our community at the centre of everything we do.

LPV works in close partnership with HIV-sector and community organisations to deliver a coordinated response to the needs of PLHIV across Victoria, including metropolitan Melbourne, regional and remote areas.

Our Vision

A world where people living with HIV live their lives to their full potential, in good health and free from discrimination.

Our Mission

To enable and empower all people affected by and living with HIV in Victoria to be part of the response that seeks an end to the HIV epidemic.

Strategic Pillars

LPV's 2023–2028 Strategic Plan is built on three pillars: Support, Advocate, Connect. The LGBTQIA+ Advocate role delivers directly on LPV's Strategic Plan commitment, under the Support pillar, to collaborate across the sector on a needs analysis for ageing PLHIV and establish a corresponding strategy to meet those needs.

The role sits alongside LPV's Peer Health Promotion Officer (Ageing with HIV) as part of a combined team effort for PLHIV aged 50+, with this role's particular focus on individual-level advocacy, system navigation and support.

About the Role:

The LGBTQIA+ Advocate is an individual advocacy and system navigation role, funded through the Australian Government's LGBTQIA+ Health Program (LHP). It sits within LPV's Programs team, reports to the Programs Manager, and works closely alongside LPV's Peer Health Promotion Officer (Ageing with HIV).

This role exists because LPV's 2026 member survey confirmed that people ageing with HIV want support available when they actively need it, not only through ongoing programs. Over half of respondents lack confidence navigating aged care, and a third lack confidence navigating mental health services. This role provides the direct, one-to-one advocacy and navigation support that responds to that finding.

The role's mandate is to provide individual advocacy, system navigation, health literacy and peer connection support to PLHIV aged 50+, with a particular focus on people with higher complexity or barriers to care, including isolation, migration-related challenges, or difficulty accessing services. This is not a community engagement or program design role, that work, including outreach to disengaged community members and the redesign of LPV's existing 50+ programs, sits with LPV's Peer Health Promotion Officer (Ageing with HIV). This is a role for someone who understands that individual advocacy is the work: walking alongside a person navigating a specific, often difficult system, and knowing when and how to step in.

At SCHADS Level 5.1, this position operates with a degree of professional autonomy. The Advocate is expected to exercise sound judgement in prioritising a mixed caseload of individual

support work, group-based health literacy sessions and regional outreach, and to contribute meaningfully to the evaluation and reporting requirements of the funded grant. They will work collaboratively with the Programs Manager, the Peer Health Promotion Officer (Ageing with HIV), and the broader LPV team.

Key Responsibilities

This position works under general direction of the Programs Manager in functions that require the application of a range of advocacy, health navigation, peer support and evaluation knowledge appropriate to the diversity of the work. General guidelines and work procedures are established.

Individual Advocacy and System Navigation

- Provide one-to-one advocacy and system navigation support to PLHIV aged 50+, including care planning, service coordination, referrals and follow-up.
- Prioritise support for individuals with higher complexity or barriers to care, including isolation, migration-related challenges, or difficulty accessing services.
- Support individuals to navigate healthcare, aged care and social support systems, operating as an informed advocate and educator, not a clinical case manager.
- Maintain an active caseload calibrated to the funded model of approximately 55–60 new clients over two years, with an active caseload of 14–16 at any one time.

Health Literacy and Prevention

- Deliver structured workshops and small group sessions on ageing with HIV, chronic disease management, mental health and system navigation.
- Develop accessible, culturally appropriate health literacy resources, including tailored materials for trans and gender diverse people living with HIV.
- Deliver approximately eight group-based sessions over the life of the project, including at least two in regional Victoria.
- Ensure health literacy content is co-designed with, or reviewed by, community members before use.
- Work with LPV's Peer Health Promotion Officer (Ageing with HIV) to ensure health literacy content complements, and does not duplicate, LPV's broader 50+ program offering.

Peer Connection and Social Support

- Facilitate peer-based group activities to strengthen social connection and reduce isolation among PLHIV aged 50+.
- Provide targeted engagement for priority cohorts, including CALD communities and people with limited support networks.

- Support participants to build sustained peer connection beyond individual advocacy contact.
- Work alongside LPV's peer workforce, sharing insights from individual casework to inform broader peer support practice.

Aged Care and Health System Navigation

- Develop and maintain a working knowledge of aged care systems, pathways and access points relevant to PLHIV, including residential and community aged care, My Aged Care, and related Commonwealth and Victorian programs.
- Function as an informed resource for individual clients navigating aged care and broader health systems.
- Support clients to prepare for and understand aged care assessments, applications and entry pathways.
- Identify and escalate systemic gaps or discriminatory practices encountered through casework to the Programs Manager and the Peer Health Promotion Officer, to inform LPV's broader advocacy agenda.

Regional Access and Outreach

- Provide tele-support and remote navigation support for PLHIV living in regional and rural Victoria.
- Undertake targeted outreach and travel to regional Victoria to deliver group-based sessions and build local awareness of the Advocate role.
- Build referral relationships with regional health, aged care and community services to support continuity of care for clients outside metropolitan Melbourne.
- Adapt delivery methods flexibly in response to regional access barriers, consistent with LPV's 2026 member survey finding that location and online accessibility are the strongest drivers of engagement for regional members.

Collaboration and Referral Pathways

- Maintain effective referral relationships with key services including Alfred Health HIV Outward Program, Bolton Clarke, Thorne Harbour Health/Positive Living Centre, and other relevant aged care, health and community services, to support client navigation and continuity of care.
- Work closely with LPV's Peer Health Promotion Officer (Ageing with HIV) so individual casework insights inform broader program design and community engagement, avoiding duplication of effort.
- Contribute case-level evidence to LPV's strategic partnership and advocacy work, led by the Peer Health Promotion Officer and Programs Manager.

Monitoring, Evaluation and Reporting

- Collect and document data on client engagement, navigation outcomes and program reach in accordance with LPV's evaluation frameworks (PozQoL and the W3 Framework) and LGBTIQ+ Health Program funder reporting requirements.

- Contribute to milestone reporting and the midpoint and final evaluations required under the grant agreement.
- Contribute to the development of a sustainability plan for the advocacy and navigation model, for consideration beyond the funded period.
- Produce timely, accurate and well-written reports for internal and external purposes.

Working Context

This is a 0.6 EFT position, fixed-term for the duration of the LGBTIQ+ Health Program grant (1 August 2026 to 30 June 2028), funded by the Australian Government. The role involves a combination of office-based work, individual client support, group facilitation, and regular travel to regional Victoria. Telehealth and tele-support tools will be used to support clients who cannot attend in person. Some weekend or out-of-hours work may be required on an occasional basis, particularly around group sessions and community events, and time off in lieu applies in accordance with LPV's standard arrangements. A 6-month probationary period will apply.

LPV operates with a small programs team. The Advocate is expected to work collaboratively with the Peer Health Promotion Officer (Ageing with HIV) and the broader team, exercise initiative, and manage a varied caseload of individual advocacy, group facilitation and regional outreach within the resources set out in the grant budget.

LPV is a community-led organisation. Staff are expected to understand what this means in practice, accountability to members and community, not just to funders or management; decision-making informed by lived experience and community voice; and a genuine commitment to the principle that our community are partners, not recipients.

Key Selection Criteria

Applications must address each of the following criteria.

Essential

Lived experience of HIV and/or ageing:

- Personal experience as a person living with HIV, or as someone with close connection to the PLHV community, is highly valued and will be given significant weight in assessment. We particularly encourage people aged 50 and over living with HIV to apply.

Individual advocacy and case support:

- Demonstrated experience providing one-to-one advocacy, care coordination or case navigation support to people with complex needs, including the ability to build trust quickly and work sensitively with people in vulnerable circumstances.

Peer-led practice:

- Demonstrated understanding of peer-led models of support, including what distinguishes peer work from clinical case management, and how to centre lived experience in individual support and group facilitation.

System navigation and health/social service knowledge:

- Qualifications:
 - Tertiary qualifications in social work, community services, counselling, health promotion or a related field, with relevant experience;
 - or an associate diploma with substantial relevant experience;
 - or lesser formal qualifications with extensive equivalent experience in a related role.
- We value demonstrated competence and community connection alongside formal credentials. Applicants should demonstrate a working understanding of health, aged care and social support systems relevant to people ageing with HIV.

Referral relationship management:

- Demonstrated ability to build and maintain effective referral relationships with health, aged care and community service providers, to support client navigation and continuity of care.

Group facilitation and evaluation:

- Demonstrated ability to plan and facilitate group-based health literacy or peer support sessions, and to apply evaluation frameworks and contribute to funder reporting.

Communication skills:

- Strong written and verbal communication skills, including the ability to produce clear, accessible health information for community audiences and professional reports for internal and funding purposes.

Organisation and self-management:

- Demonstrated ability to manage a mixed caseload of individual advocacy, group facilitation and regional travel, set priorities and work with a degree of autonomy in a small team environment.

Desirable Skills

- Knowledge of aged care systems, My Aged Care pathways, or community care services relevant to older Victorians.
- Experience delivering tele-support or remote service delivery to people in regional or rural areas.
- Experience working in or with HIV-sector organisations, peer organisations, or community-controlled health services.
- Understanding of issues facing PLHIV from diverse backgrounds, including LGBTIQ+ communities, culturally and linguistically diverse communities, trans and gender diverse communities, and people in regional Victoria.
- Experience working within a grant-funded or time-limited program, including familiarity with milestone reporting and acquittal requirements.

Living Positive Victoria is a Child Safe organisation and has zero tolerance policy to child abuse.

Employment is subject to a Working with Children Check and a satisfactory National Police Check.

How To Apply

To apply or for more information about the position please contact Adrian Hubble (Programs Manager) by email, ahubble@lpv.org.au using the subject line: **LGBTQIA+ Advocate, Ageing with HIV**

Your application should include:

- Your current resume
- A cover letter which includes:
 - A brief statement (no more than one page) describing what has motivated you to apply for this position at Living Positive Victoria
 - what you would bring to the role
- A document with responses to each of the Key Selection Criteria

LPV is an equal opportunity employer. We strongly encourage people living with HIV, particularly those aged 50 and over, to apply. We welcome applications from people from Aboriginal and/or Torres Strait Islander communities, LGBTQIA+ communities, and people from migrant and multicultural backgrounds.

Safeguarding and Pre-Employment Checks

Living Positive Victoria is a Child Safe organisation with zero tolerance for child abuse of any kind. Employment is subject to a satisfactory Working with Children Check and National Police Check.