

| Position Description                       |                                                                                                                                                                                             |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Position title                             | Campaign Manager, Not-for-profit Law                                                                                                                                                        |
| Position reports to                        | Head of Not-for-profit Law                                                                                                                                                                  |
| Position supervises                        | N/A                                                                                                                                                                                         |
| Position works in close collaboration with | Not-for-profit Law Principal Lawyer and Online Services Manager, Justice Connect Engagement team                                                                                            |
| Employment status                          | Fixed-term contract until 30 June 2027                                                                                                                                                      |
| Hours                                      | Part-time @ 22.5 hours per week (0.6 FTE)                                                                                                                                                   |
| Salary                                     | \$145,044.87 per annum (pro-rata), plus superannuation which will be paid according to statutory requirement, annual leave loading and generous salary packaging options.                   |
| Location                                   | Level 5, 446 Collins Street Melbourne, Level 5, 175 Liverpool Street, Sydney or remote office location in Australia. (hybrid working model: 40% time spent in the office across the month). |

## Role Purpose

The Campaign Manager will lead Justice Connect's [Unlock DGR](#) campaign, a national law reform campaign to effect lasting change for the Australian community sector and the people and communities it supports through Deductible Gift Recipient (DGR) system reform. Working alongside a team of respected experts providing legal support to community organisations across the country, the Campaign Manager will develop and drive campaign strategy, build and maintain strategic relationships with government decision makers, sector networks and key stakeholders, and translate complex legal and policy issues into compelling advocacy that influences systems-level change.

## Key Responsibilities

### Campaign coordination:

- Develop, iterate and implement a high-performing, impactful, and innovative campaign strategy.
- In collaboration with others where relevant, develop key campaign messaging and external-facing materials including submissions, reports, media releases and communications materials.
- Identify, build and maintain strategic relationships with key campaign stakeholders, government decision and policy makers, sector networks, peak bodies, funders, media, supporters and the broader community.
- Promote and publicise the campaign and Justice Connect in a range of public and stakeholder forums.
- Conduct and compile external research and utilise internal data, learnings and insights from service delivery and client and stakeholder experiences to support the campaign.
- Implement measurement, evaluation and learning throughout the campaign, including maintaining key internal systems and project management documents.
- Compile funder and internal reporting on campaign activities and achievements.

- Support campaign awareness and engagement across Justice Connect, including supporting senior staff, the Organisational Leadership Team and the Board with stakeholder engagement related to the campaign.

### **Organisational contribution:**

- Contribute to Justice Connect's Reconciliation Action Plan and inclusion initiatives.
- Support organisational learning by sharing legal insights and trends.
- Participate in cross-team projects or collaborations as needed.
- Demonstrate behaviours aligned with Justice Connect's values and expectations.

### **Workplace health and safety:**

- Lead, promote, and maintain a safe work environment and culture, ensuring compliance with WH&S laws, policies, and procedures, and proactively identify and mitigate WH&S risk within the workplace.

## **Selection Criteria**

### **Qualifications:**

- Completion of a qualification in law or other relevant tertiary qualification.

### **Technical expertise:**

- Excellent understanding and knowledge of government legislative and policy processes and how to influence and effect political change.

### **Experience:**

- Five or more years of experience in a similar role focused on leading and managing policy and law reform, advocacy, and/or campaigning work in the community sector.

### **Knowledge, skills, and attributes:**

- Demonstrated experience translating dense policy and legal material into persuasive, plain-language content.
- High-level verbal and written communication and stakeholder engagement skills, including political engagement and lobbying experience.
- Strong strategic thinking and analytical skills, with the ability to navigate complex political environments and identify opportunities for impact.
- Knowledge and understanding of the Deductible Gift Recipient system and how it applies to the charity sector (highly desirable).