



Australian
Alcohol
& Other
Drugs Council

National Project Officer (full time)

Location: Within Australia, to be negotiated with the successful applicant. Work from home arrangements may be required.

About AADC

The Australian Alcohol and other Drugs Council (AADC) is the national peak body representing Australia's alcohol and other drugs (AOD) sector. We work to advance health and public welfare through the lowest possible levels of AOD related harm by promoting effective, efficient and evidence-informed prevention, treatment and harm reduction policies, programs and research at the national level. [AADC's founding members](#) comprise each state and territory peak body for the AOD sector, other national peak bodies relating to the AOD sector, and professional bodies for those working in the AOD sector.

About the role

AADC currently receives funding under the Australian Government's [Health Peak and Advisory Bodies Program](#). Part of this funding is for the delivery of projects with national scope, focused on AOD workforce capability building and strengthening cross-sectoral system responses that address cross-system challenges and support progress on National Health Agenda goals and goals of intersecting strategies, including those that impact and relate to the achievement of National Drug Strategy priorities.

The following project concept has been developed following consultations with AADC's membership and has been approved for further development and delivery over the initial two-year period from 2026-2028:

- ***Developing a transitional supported accommodation model for people with FASD/cognitive impairment engaged with AOD services***

This project will build on AADC's previous partnership work on improving outcomes for people with Fetal Alcohol Spectrum Disorder (and/or suspected/undiagnosed FASD) engaged in AOD services to develop a transitional supported accommodation model for people with FASD (and/or suspected/undiagnosed FASD) who are exiting residential AOD services, as well as those with FASD (and/or suspected/undiagnosed FASD) exiting custodial settings or diverted from the justice system.

Position Description

Duties/responsibilities will include:

- Convening meetings – and developing terms of reference – for a Project Reference Group comprising representatives of AADC’s member and external partner/stakeholder organisations
- Developing a detailed project plan, including implementation timelines, and providing corresponding input to meet contractual reporting requirements
- Undertaking both face-to-face and online consultations across jurisdictions, including with people and families with lived/living experience of FASD and AOD use, to inform the development of the transitional supported accommodation model
- Developing a final report detailing the elements of the transferrable supported accommodation model/model of care that can be used by existing organisations as the basis/framework for the development and implementation of place-based projects in different jurisdictions
- Working with AADC’s member and external partner/stakeholder organisations to identify and support organisations seeking to develop and implement place-based projects aligned to the model/model of care in different jurisdictions

Selection Criteria

The successful applicant will be able to demonstrate:

- High level written and verbal communication skills, including the ability to undertake consultation processes with diverse stakeholders and synthesise input into written policy papers, reports, submissions etc.
- Ability to manage a partnership/project governance group of diverse stakeholders, including with members representing population groups who have experienced significant stigma, discrimination and/or marginalisation
- Understanding of policy, program and service delivery environments in AOD and/or related contexts
- Understanding of the role of peak bodies in informing and promoting systems change, and the relationship that operates between legislative, policy and funding systems and the achievement of positive community and individual outcomes
- Excellent organisation and prioritisation skills, including capacity to work in a pressured environment with limited supervision, prioritise tasks and meet deadlines
- Demonstrated experience in the field of health and/or social policy and relevant tertiary qualification/s (e.g. human services, health, political science or public policy) or equivalent relevant experience

Terms of employment & how to apply

This is a full-time equivalent position, with salary of \$114,709 per annum and terms and conditions in accordance with the Social Community Home Care and Disability Services Industry Award. The position is for an initial contract period up to 30 June 2028, with the possibility of extension to 30 June 2030.

Applications addressing the selection criteria - along with a CV/resume and contact details for two referees – should be emailed to Melanie Walker (AADC CEO) at melanie.walker@aadc.org.au by **COB Friday 23 October 2026**.