

Policy and Advocacy Lead

Reports to: Executive Director

Location: Melbourne / Sydney / Flexible

Employment: 0.8 - 1 FTE

Salary: \$110,000 - \$135,000 + superannuation, pro rata for part-time employment, depending on experience.

About the Jewish Council of Australia

The Jewish Council of Australia is a national organisation of Jewish people committed to fighting antisemitism and all forms of racism and supporting Palestinian freedom and justice.

We are an independent and growing organisation with almost 3,000 Jewish supporters across Australia. We work with governments, policymakers, civil society, community organisations and public institutions to advance human rights and contribute an independent Jewish perspective to public debate.

About the role

The Policy & Advocacy Lead will lead the Jewish Council's policy, advocacy and government relations work.

Working closely with the Executive Director and Campaigns & Communications Lead, this role will shape the JCA's policy agenda, undertake desktop research and analysis, and lead advocacy with governments, political representatives, public institutions and civil society organisations.

This is a senior role for someone who can combine rigorous policy work with strategic advocacy: identifying opportunities for change, developing clear policy asks and building the relationships needed to advance them.

Key responsibilities

- Lead the development of JCA's policy agenda and positions across its priority areas, working with the Executive Director, Executive and Campaigns & Communications Lead.
- Research and analyse legislation, government policy, inquiries and other developments relevant to JCA's work.
- Draft high-quality submissions, policy papers, briefings, correspondence and other advocacy materials.

- Lead JCA's government relations work, building relationships with Ministers, MPs, advisers, departments and other decision-makers to advance the organisation's policy and advocacy priorities.
- Develop and implement advocacy strategies to achieve policy and institutional change, working closely with the Campaigns & Communications Lead to connect policy priorities with public campaigns and communications.
- Identify political and policy opportunities and provide strategic advice to the Executive Director and JCA leadership.
- Represent JCA in meetings with government, Parliament, public institutions, inquiries and other stakeholders.
- Prepare JCA representatives for external meetings and engagements, including briefing notes, talking points and policy advice.
- Build relationships and coordinate advocacy with civil society, human rights, Jewish, Palestinian, multicultural and other partner organisations.
- Supervise junior staff and volunteers.
- Contribute to fundraising, administration and other operational responsibilities as part of a small team.

About you

You will have:

- Significant experience in policy, advocacy, government relations, law or a related field.
- Strong knowledge of Australian government, political and policy-making processes.
- A strong understanding of Jewish communal issues in Australia, including the diversity of Jewish perspectives and contemporary debates concerning antisemitism, Israel and Palestine, Zionism and Jewish community representation.
- Excellent research, analytical and written and verbal communication skills.
- Demonstrated experience developing policy positions and advocacy strategies, building relationships with key stakeholders and influencing government or institutional decision-making.
- Sound political judgment, strategic thinking and the ability to navigate complex and contested issues.
- The ability to work independently, manage competing priorities and take responsibility for substantial pieces of work, while contributing collaboratively to a small team.
- Strong alignment with JCA's values and approach to human rights, antisemitism, racism and Palestinian freedom and justice.

Experience in campaigning, human rights, racial justice, international law, democratic freedoms or multicultural affairs, and existing relationships across government, Jewish communities or civil society, would be highly regarded.