

POSITION DESCRIPTION



1. POSITION DETAILS			
Position Title	Manager Advocacy	Hours	0.8 FTE
Reports To	Chief Executive Officer		(30 hours/week)
Date Approved	May 2026	Employment type	Part time - ongoing
Level	SCHADS Level 7	Review Date	May 2027
2. POSITION CONTEXT			
Organisational Overview	<p>The South Australian Council of Social Service (SACOSS) is the independent peak body for the non-government health and community services sector in South Australia.</p> <p>Established in 1946, SACOSS has now been advocating, collaborating, leading and mobilising to eliminate poverty, inequality and injustice in South Australia for more than 75 years.</p> <p>As a small, dynamic peak body, we have several key roles, including to:</p> <ul style="list-style-type: none"> • Represent and give voice to the interests of people who currently experience poverty, inequality and injustice and the sector which supports them. • Research, develop policy and advocate on issues affecting disadvantaged South Australians and the sector that serves them. • Disseminate important information from the government to the community sector and from our sector back to government and the broader community. • Build the capacity of the health and community services sector and people faced with disadvantage to better respond to their circumstances. <p>SACOSS is governed by a Board, and has a Policy Council which meets monthly to discuss and input in policy issues.</p>		
Position Purpose	<p>The Manager Advocacy provides senior strategic leadership for SACOSS' advocacy function.</p> <p>Operating with a high degree of autonomy, the role is accountable for leading organisation-wide advocacy strategies that influence public policy, political decision-</p>		

	making, and systemic change. The role manages designated policy staff and plays a key role in organisational leadership, working collaboratively with the Manager Projects and Engagement to ensure advocacy is informed by evidence and lived experience.
Line Manager	Reports to the Chief Executive Officer
Special Conditions	<ul style="list-style-type: none"> • Some out of hours work is required. • A current driver's license and own vehicle is desirable.

3. PRIMARY RESPONSIBILITIES	
AREA	KEY ROLES
Strategic Advocacy Leadership	<ul style="list-style-type: none"> • Provide senior leadership in the development, implementation and evaluation of SACOSS advocacy and campaigning strategies aligned with the Strategic Plan. • Exercise independent professional judgement to identify and respond to political opportunities, risks, and emerging policy issues. • Translate complex policy and research into clear advocacy positions, priorities, and public messaging.
Political and External Engagement	<ul style="list-style-type: none"> • Lead high-level advocacy and lobbying with Ministers, Members of Parliament, crossbenchers, and senior public servants. • Represent SACOSS in senior-level forums, alliances, coalitions, and stakeholder engagements. • Provide strategic advice to the CEO on political strategy, advocacy positioning, and stakeholder management.
People and Resource Management	<ul style="list-style-type: none"> • Provide line management, supervision, and performance management of designated policy and advocacy staff. • Allocate work, set priorities, and ensure high-quality outputs are delivered within agreed timeframes. • Oversee advocacy-related budgets and ensure effective and accountable use of resources.
Organisational Leadership	<ul style="list-style-type: none"> • Contribute as a senior manager to organisational planning, decision-making, and continuous improvement. • Prepare high-level briefings and reports for the CEO, Board, funders, and key stakeholders. • Model ethical leadership consistent with SACOSS values and social justice objectives.

4. SKILLS / KNOWLEDGE / EXPERIENCE PROFILE

About You

The ideal candidate will have:

Essential criteria

- Substantial experience in policy advocacy, campaigning, or political engagement in a social justice or public policy environment.
- Demonstrated ability to lead complex advocacy initiatives and influence decision-makers.
- Proven experience managing staff and leading high-performing teams.
- Strong understanding of government decision-making processes in South Australia.
- Excellent strategic, written and verbal communication skills.

Desirable criteria

- Experience working within or alongside the community services or social policy sector.
- Knowledge of South Australia's political landscape and community sector workforce challenges.

5. ACKNOWLEDGEMENT

Employee		Date
Chief Executive Officer		Date