

Our vision

Trusted as the leading humanitarian organisation making a genuine difference in the lives of people and communities.

Our purpose

Bringing people and communities together in times of need and building on community strengths.

We do this by mobilising the power of humanity.

Our Fundamental Principles

Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity, Universality

Our Values

We are part of a movement.



We Respect

As humanitarians, we put people first, listening to, understanding and respecting each other.



We aspire

We are curious, optimistic and we learn, because we want to do and be better.



We collaborate

We achieve our best by bringing people together on shared goals.



We stand up

We face challenges and opportunities with courage and compassion.



We deliver

We take ownership of delivering on our goals and make genuine impact.



<https://www.redcross.org.au/>

At Australian Red Cross we:

- Adhere to the 7 fundamental principles of Red Cross
- Act at all times in accordance with Australian Red Cross Ethical Framework and Child Protection Code of Conduct and applicable policies
- Are committed to protecting the rights of all people, particularly those who may be experiencing vulnerability. We want the people we work with to feel safe, be safe and free from abuse of any kind. We are a child safe organisation. We have zero tolerance for child abuse. We value, respect, and listen to children and are committed to supporting child safety and wellbeing in our work
- Demonstrate skill, knowledge, and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Are committed to building a culture informed and characterised by the principles of diversity, equity, inclusion, and belonging. Australian Red Cross people are supported to understand and embed these principles into their leadership of self, others, teams, and workflow

Position Description

Position Title	Recovery and Resilience Officer	Department	Emergency Services
Location	Flexible	Direct/Indirect Reports	Nil
Reports to	Team Leader	Date Revised	May 2022
Industrial Award	Social, Community, Home Care and Disability Services Industry		
Award Level	4	Red Cross Job Grade	4
Job Level	Team Member	Job Evaluation No:	HRC0066462

Position Summary

The role of the Recovery and Resilience Officer will have a strong focus on community engagement, implementing sustainable and effective community disaster preparedness and recovery initiatives aimed to increase community capacity to support a strong, positive recovery and to better prepare for future disaster events.

The role is to support community to build their capacity and empower community members to actively address disaster recovery, resilience, and preparedness in their lives and in their community. Working within a framework of community development, the role is to work to build local partnerships, facilitate external linkages between emergency services agencies and the community and to support the delivery of programs and projects that support community-led resilience and recovery.

The Recovery and Resilience Officer focuses on a whole of community approach with an aim to work with key external stakeholders for them to develop locally designed solutions. The position will work to develop and leverage local community networks to build community and service provider capacity to address community recovery and resilience issues, while developing and maintaining partnerships with key stakeholder organisations.

Position Duties

Key responsibilities/accountabilities

- Within a framework of community development, ensure engagement with communities to identify and develop community-led recovery, preparedness and resilience activities
- Lead development and implementation of locally relevant recovery and preparedness plan appropriate for local communities, organisations and partner agencies.
- Actively engage with local community groups, agencies and committees, seeking ways to ensure connection between local volunteers and Red Cross recovery programs.
- Provide guidance, support and advice to community groups, local organisations and local council on best practice recovery and preparedness initiatives.
- Mentor and support volunteers and other team members to ensure delivery of training and workshops in support of preparedness, recovery and resilience initiatives
- Implement new and innovative ways for community and volunteers to engage with Red Cross

initiatives and programs.

- Liaise with key stakeholders including local Government, emergency services agencies, Community Service providers, and community groups in the delivery of recovery and preparedness initiatives.
- Engage with, develop, and support local volunteers' participation in the Recovery Program.
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters

Key relationships

- Work collaboratively with Resilience NSW and other government sectors
- Work collaboratively with NSW resilience and response agencies – LEMC's, SES, RFS, F+RNSW, local councils
- Work collaboratively with NGO's and placed based community sector
- Local volunteers and members

Person Requirements

Key Behavioural and Technical Capabilities

Experience

- Experience in Community engagement and or emergency services
- Experience working with volunteers and community members
- Experience or knowledge of adult education, learning, or training
- Experience supporting communities before, during, or after a disaster

Qualifications

- Relevant tertiary qualifications, and/or experience in the community or emergency sector

Wellbeing, Health and Safety

It is our vision to be harm free and committed to providing and maintaining a safe and healthy environment for volunteers, members, staff, contractors, clients, customers, and others who may be involved in our work. Our Wellbeing Health and Safety direction is aimed at building a 'safety mindset' into our daily work, assessing and reducing risk, reporting hazards and incidents, and providing Red Cross people with a positive, healthy workplace.

- Identify and understand the current and future risks involved in undertaking your role and service delivery activities, then competently manage those risks so that everyone is safe
- Comply with the Work Health and Safety management system

Key Job Requirements

Licenses/compliance screening

Screening is required prior to commencement. Renewals may also be required during your employment in order to comply with specific contractual or legislative requirements.

A clearance to work with children	Yes
Driver's License	Yes
A clearance to work with vulnerable adults	No
Police check	Yes - every 5 years
National Disability Insurance Scheme (NDIS) check	No
Evidence of up to date* vaccination against COVID-19	Yes

A clearance to work with children is required for this role as it includes direct contact with children due to the requirements of the position and/or the nature of the work environment.

**As per latest definitions by the Australian Technical Advisory Group on Immunisation (ATAGI), or who have a medical exemption based on ATAGI guidelines*