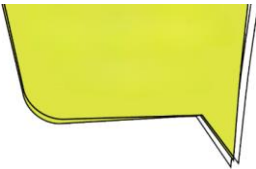




Australian Psychosocial Alliance

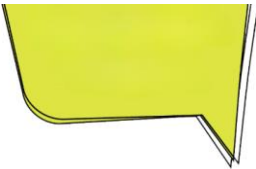
Australia's leading providers of
psychosocial support services



Policy and Engagement Advisor (Australian Psychosocial Alliance)

Position details

Position purpose	The primary purpose of this position is to provide policy, engagement and secretariat support to the Australian Psychosocial Alliance (APA), including by: analysing government policy, monitoring emerging policy issues relevant to the APA, preparing briefings, engaging with stakeholders, responding to government/other inquiries, coordinating advocacy and providing secretariat support.
Position reports to	Chair, APA, relevant Executive within hosting organisation.
Working pattern	Permanent part-time (2-3 days a week)
Pay Level	Social, Community, Home Care and Disability Services (SCHADS) Award Level 8 - \$120,338.40 - \$125,061.04 per annum pro rata.
About the Australian Psychosocial Alliance	<p>The Australian Psychosocial Alliance is a group of specialist community mental health providers seeking to improve services and systems. Members of the APA include Flourish, Mind Australia, Neami, One Door Mental Health, Open Minds, Stride, and Wellways. We are experienced organisations providing specialist community mental health services. Together we have a long history in the provision of quality, consumer-focused services. Our clients are people experiencing mental ill-health, including disabilities arising from their mental health issues – otherwise known as psychosocial disabilities – that impact on their ability to manage day-to-day life in the community.</p> <p>The Policy and Engagement Advisor will be employed and hosted by one of the APA members but will have a significant reporting relationship with other member CEOs and the Chair of the APA.</p>
About the role	<p>Opportunity to be based out of a member head office in Sydney, Brisbane or Melbourne. Reporting directly to the CEO/Executive Director of the employing member, with significant interface with all APA CEOs. This role will also have reporting responsibilities with internal policy and advocacy teams across APA businesses.</p> <p>Key activities include:</p> <ul style="list-style-type: none"> • Manage activities, collate requirements, assist with collaborative tasks and liaise across the member providers, including providing secretariat duties for regular meetings • Advise the Alliance on relevant policy matters by actively monitoring the political and service delivery environment • Support the delivery of APA advocacy projects by liaising with members and acting as an intermediary to arrange, co-ordinate, collaborate, organise and support member activities. • Produce content for advocacy and communications purposes, including drafting messages, managing website content,



	<p>communication materials, correspondence, reports, briefing papers and presentations.</p> <ul style="list-style-type: none"> • Engage with government and sector stakeholders on behalf of the APA. • Maintain stakeholder database (e.g., Key contacts in government and other stakeholder organisations) for the purposes of communications, advocacy, and engagement activities. • Ensure APA members are represented on key Government advisory Committees and Governance structures.
Position description effective date	April 2024

Position requirements

Knowledge skills and experience	<ul style="list-style-type: none"> • Demonstrated knowledge and understanding of the healthcare system, preferably the mental health and psychosocial disability sector. • Ability to build and maintain effective working relationships with a range of stakeholders. • Advanced written and oral communication skills, and ability to tailor communication to diverse audiences. • Capacity to lead in complex environments; facilitation skills and ability to manage competing demands within limited timeframes. • Ability to understand complex systems and structures, including government processes, and think broadly and systemically about issues. • Ability to source appropriate information to develop understanding on relevant issues and produce briefings/reports. • Computer literacy skills, including advanced skill in the use of Microsoft Word, Excel, PowerPoint and other computer applications as required <p>Desirable</p> <ul style="list-style-type: none"> • Ability to utilise your own consumer and/or family and carer lived experience to support policy activity is highly desirable. This includes expertise gained through lived experience and which is informed by the lived experience movement and knowledge base. • Demonstrated knowledge and experience in policy analysis and development in the health and social care sector. • Ability to use research output to formulate policy recommendations.
Qualifications	<ul style="list-style-type: none"> • Tertiary qualifications in health, social science, education, business, law, political science or other related field as determined by Australian Psychosocial Alliance, preferred.
Other	<ul style="list-style-type: none"> • Right to work in Australia. • Current valid driver's licence. • Current National Police Record Check/ NDIS Worker Screening Check Clearance. • Current Working with Children Check (Employee).

Contact



<https://psychosocialalliance.org.au/>



Connect@PsychosocialAlliance.org.au

**Australian
Psychosocial
Alliance**

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