

POSITION DESCRIPTION – TEAM MEMBER

Position Title	Protection Advisor	Department	MSP
Location	Flexible	Direct/Indirect Reports	2 Indirect(volunteers)
Reports to	Manager - Protection	Date Revised	Jul 2020
Industrial Instrument	Social Home Care and Disability Services Award		
Job Grade	Job Grade 5	Job Evaluation No:	HRC0020106

■ Position Summary

Australian Red Cross' Migration Support Programs works to assist migrants in transition to ensure they have their humanitarian needs met and are participating and included in Australian society. We seek to support people who are particularly vulnerable due to their circumstances, for example, people seeking protection, with restricted access to support and services, or vulnerable to exploitation. We work directly with those seeking help, irrespective of their legal status, their background, or how they arrived in Australia. Australian Red Cross also works to directly contribute to the Red Cross Red Crescent Movement's increased impact on migration across the world.

Red Cross has worked in this area for over 25 years, providing assistance and protection to migrants, people seeking asylum, refugees, people in immigration detention, people who are stateless, people who are trafficked or subject to forced marriage, and separated family members, according to their humanitarian needs. The focus of our work is to prevent and reduce the vulnerability of migrants, to protect them against abuses, exploitation and denial of their rights, and to facilitate opportunities to build on their strengths, and contribute to their communities.

Red Cross is responsive to the changing context and needs of migrants, and integrated in service delivery, activation and influence. We are connected locally, nationally and globally through our networks across the Red Cross Red Crescent Movement, the community, businesses and government sectors. Migration Support Programs operates within an ongoing, adaptable model to ensure relevance and impact. Key to our work is the integration of human centred design principles along with locally sourced insights.

The Protection Advisor will provide technical expertise in relation to protection issues within Migration Support Programs, ensuring staff and volunteers have access to and draw upon relevant tools and resources that align with and promote the Minimum Protection Approach of the RCRC Movement. The Protection Advisor will provide guidance on Red Cross' advocacy and programming in regards to the humanitarian needs of migrants in detention, migrants separated from families due to war and disaster, and migrants in transition. With the Manager – Protection they will represent Red Cross in cross sector forums to further impact on strategic outcomes.

■ Position Responsibilities

Key Responsibilities

- Provide technical leadership, and analysis on protection matters
- Provide guidance and advice to staff regarding complex policy or operational issues
- With Manager – Protection, represent Australian Red Cross in key Movement and sector working groups and networks
- Collaborate with colleagues from across the organisation on projects, develop new networks, insights and skills whilst generating shared impact on outcomes

- Develop evidence-based technical position papers, briefings and thought pieces to inform protection policy and practice and effectively influence outcomes
- Contribute to and commission research to strengthen the evidence base to inform Australian Red Cross and Red Cross Red Crescent protection interventions
- Establish productive working relationships and partnerships with internal and external audiences including state/territories staff, broader Red Cross staff, the Movement, non-government organisations and government departments
- Program adaptation, design and development
- Collaborate on strategic projects
- Volunteer engagement and management
- Actively contribute to a positive work environment culture.

■ Position Selection Criteria

Technical Competencies

- Demonstrated high level strategic and operational experience in working with migrants in transition and technical expertise in protection activities
- Demonstrated experience in developing and engaging in high level humanitarian diplomacy with senior department and government officials
- Demonstrated experience in working with migrants in transition and understanding social political issues impacting migrants locally, regionally and globally is desirable
- Demonstrated capability in writing technical position papers and thought pieces
- Demonstrated cultural competence and the ability to work with people from diverse backgrounds.
- Proven ability to manage, develop and coach people
- Proven ability to work across multiple functions and collaborate effectively with a diverse range of internal and external stakeholders
- Excellent knowledge and experience of the Red Cross Red Crescent Movement and the humanitarian diplomacy approach
- Demonstrated capacity to interpret and communicate policy and procedure and service direction with varying degrees of complexity
- Proven capacity to be adaptive and resilient and to work independently in a self-directed manner, and also as a member of a team.

Qualifications/Licenses

- Relevant tertiary qualifications or equivalent experience in social sciences, legal services related fields
- A Working with Children check is a mandatory requirement for this role.

Behavioural Capabilities

- **Personal effectiveness | Achieve results** | Demonstrated ability to manage work and achieve the results committed to. Ability to evaluate progress and make adjustments needed to achieve goals. Accept responsibility for mistakes and learn from them.
- **Personal effectiveness | Being culturally competent** | Demonstrated understanding and appreciation of cultural differences and diversity in the workplace. Always displaying respect and courtesy to others and acknowledges cultural heritages and varying perspectives of team members.

- **Team effectiveness | Collaborating |** Demonstrated capability to work with others to reach common goals, sharing information, supporting and building positive and constructive relationships.
- **Organisational effectiveness | Innovating and improving |** Demonstrated ability to identify and raise issues regarding ineffective work processes and take initiative to make improvements.
- **Organisational effectiveness | Managing risk |** Demonstrated ability to work within guidelines, policies and procedures. Awareness of risks involved in an individual's role and works toward minimising their impact.

■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:
Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality
- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct
- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Comply with the Work Health and Safety management system
- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements
- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters